

MINUTES OF MEETING
BOARD OF SELECTMEN

Monday, January 5, 1998

7:00 p.m. Convened in Conference Room A, first floor of the Town House.

Present: Chairman David W. Parry, Selectman William J. Christensen, and Town Administrator Janice C. Conlin.

Absent: Selectman Thomas W. McAuliffe (ill) and Marjorie Putnam.

LICENSES

Southville Associates, Inc. dba Carpenters, Alan R. Wilcox, Manager, 1 Southville Road. Since there were no complaints received, the Selectmen VOTED (2 to 0) to renew this Restaurant/All Alcoholic Beverages License for 1998. Selectmen also VOTED (2 to 0) to approve Application for an annual License For Public Entertainment on Sunday.

OTHER BUSINESS TRANSACTED

Re: Plumbing portion of the special water services contract covered by Memorandum of Agreement with the MWRA. Board VOTED to reject sub-bid opened on December 29, 1997 by the DPW, as recommended by Superintendent John W. Boland in his letter of January 5, 1998.

7:20 p.m. Voted (by roll call vote) to go into executive session. Board will not reconvene in open session at the end of the executive session.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 98):

110	925,028.61	11/21/97	SCH. BLDG. PROJECT
111	65,772.02	11/19/97	TOWN PAYROLL
112	<u>22,588.42</u>	11/18/97	FED. TAX
TOTAL	1,013,389.05		

Janice C. Conlin
Town Administrator

JCC/mrp
[s\selmin\98mtgs\Jan05]

MINUTES OF MEETING
BOARD OF SELECTMEN
Executive Session
Monday, January 12, 1998

7:00 p.m. Convened in Conference Room A, first floor of the Town House.

Present: Chairman David W. Parry, Selectman William J. Christensen, Town Administrator Janice C. Conlin, Fire Chief Peter Phaneuf, Police Chief William Colleary and Special Counsel D. Moschos.

Absent: Selectman Thomas W. McAuliffe (ill).

Purpose of meeting: Discussion of strategy for the four Union contracts.

8:45 p.m. Adjourned Executive Session.

Janice C. Conlin
Town Administrator

[S:\Selmin\98mtgs\jan12 ExecSession]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, January 13, 1998

7:30 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman David W. Parry, Selectman William J. Christensen, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

Absent: Selectman Thomas W. McAuliffe (ill).

SCHEDULED MEETINGS

7:30 p.m. to 7:40 p.m. Board met with James Falconi of Falconi Brothers, 29 Boston Road, and his attorney Bill Brewin. He stated that the abutters were in favor of being deeded some land. Mr. Falconi offered to pay for the engineering cost for the layout. However, it is involved and could be costly. He is not sure the cost would be justified. In 1909 when the State straightened out Boston Road, a layout was done on the east side. However, no layout was done on the other side. In 1945 Falconi Brothers purchased their land. In 1997 Mr. Falconi found out when he proposed landscaping that there was no clear layout to show what is town land and his and the other landowners along the road. It may or may not be necessary to go to Town Meeting. Town Counsel should answer this question. Mr. Falconi was asked to put his request in writing to be put before the Town Counsel. If a warrant article is not needed, it can always be pulled.

7:42 p.m. to 7:50 p.m. Board noted January 13 letter from William M. Pezzoni, Esq. regarding the sign at 162 Cordaville Road, Route 85 strip mall. Selectmen feel that calling the new mall "Town Center" will be confusing for the public. The center up to now has included the downtown area - Main Street - where Mauro's Market is located. The Board would like a letter to go to Mr. Pezzoni suggesting names like *Post Office Square*, *Town Crossing* or *Cordaville Crossing*.

7:50 p.m. to 7:55 p.m. Pole Hearing was held on petition by NET and Mass. Electric. George Boyle, Right-of-Way Manager for Bell Atlantic, stated that the request for 2 new J.O. Poles is to service the addition of new homes on Banfill Lane. One J.O. Pole will remain. Abutter Peter Johnson had some concerns but was satisfied with Mr. Boyle's answers. Mr. Boyle explained that they put the poles in already due to the fact that they were told they had an easement there. They later found out it was town land. No more poles will be added. Mr. Johnson was satisfied with the placement of the poles. Board voted to approve the plan as submitted.

7:55 p.m. Board met with members of the Historical Commission and Historical Society asking for the Board's approval to renovate the old Water Department Building. David Falconi (spokesperson) presented a floor plan of proposed renovations. Assabet Valley Regional High School will perform most of the remodeling work on the museum section. Building will be handicap accessible. Historical Society will be the fund-raiser. Board VOTED to approve the plan as submitted for the remodeling of the Historical Society Museum.

8:17 p.m. to 8:40 p.m. Meeting with Carlos A. Silva re (1) Ipanema Restaurant change of Manager, and (2) request to change Friday closing hours from 12 midnight to 1 a.m. Present for the Ipanema Restaurant were Carlos A. Silva (proposed Manager), Attorney John O'Brien and John Shepard (current Manager). Police Chief William J. Colleary was present.

Re: Change of Manager. Since all papers filed with the Board appeared to be in order, the Selectmen VOTED to approve request of change of Manager from John Shepard to Carlos A. Silva. This change is to be submitted to Alcoholic Beverages Control Commission for its approval.

Re: Change of Hours. Read into the record were the Police Department's incident reports from June through last weekend. The restaurant has not been adhering to Rule 5 of Town of Southborough Local Alcoholic Beverage Licensing Board Rules & Regulations:

Licensees under Chapter 138, Section 12 (Restaurants and Clubs), shall provide last call and serve a final drink to customers 20 minutes before closing. All alcoholic beverages shall be cleared from the bar and lounge by closing time. All patrons shall be cleared from the licensed premises by 10 minutes after closing.

Attorney O'Brien said that business is slow on Mondays through Thursday. Business gets much busier on Friday through the weekend. The restaurant has hired two more bouncers to help keep down the noise in the parking.

Police Chief Colleary said he still recommends to close the restaurant at 11 p.m. He didn't feel there had been enough change in the noise and they disregard the rules. His police officers brought this to Mr. Silva's attention and yet the restaurant did not close at the designated time of 12 midnight.

Therefore, the Board felt that at this time there was not enough change to warrant a change in the hours. The record speaks for itself. If the restaurant's record remains clean, the Board will then reconsider. Board denied request to change Friday closing hours from 12 midnight to 1:00 a.m.

OTHER BUSINESS TRANSACTED

Selectmen read December 17 letter from Susan J. Cerro, 20 Parkerville Road, asking to be appointed to the Recreation Facilities Committee (ad hoc). Selectman Christensen stated that he did not want to consider this request. No Motion was made. Request failed due to a lack of a Motion.

Board noted December 19 letter from State Representative Barbara Gardner soliciting ideas for projects in our community that the Selectmen think we ought to consider for funding in the FY'99 state budget. This letter is to be circulated to various boards and town departments.

Board noted December 27 letter from Neil Ferris asking Selectmen and John Boland to re-evaluate the current water priorities and consider an accelerated program to have the new sidewalk and water installed prior to opening of new school on Parkerville Road. John Boland was present and said there is water from Route 9 to Neary School. The Selectmen did not expect an answer from Mr. Boland at this time.

Town Administrator said there is available two graduate students who could help the Financial Impact Committee with marginal growth statistics. Selectmen VOTED to approve expenditures of up to \$2,000 from the Engineering Fund for funding work by U. Mass. students to help the Financial Impact Committee.

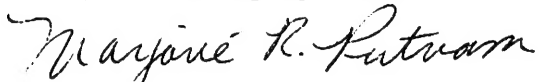
Selectmen VOTED that the Financial Impact Committee make a recommendation for the appropriate mechanism to finance open space at the next Annual Town Meeting.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 98):
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143	80,861.15	1/01/98	TOWN PAYABLES
144	12,871.80	1/02/98	SCHOOL BLDG. PROJ.
145	34,299.14	1/02/98	TOWN PAYABLES
146	2,280.13	1/02/98	BELL ATLANTIC/MCI
147	4,126.20	1/02/98	FY97 SCHOOL ENCUMBERED
148	5,716.91	1/02/98	SCHOOL CAFETERIA
149	91,291.40	12/31/97	TOWN PAYROLL
150	6,748.54	12/31/97	MONTHLY TOWN PAYROLL
151	<u>86,336.59</u>	12/30/97	FEDERAL TAX
TOTAL	<u>324,531.86</u>		
152	187,000.00	12/31/97	ART. 2, STM 1997 PURCHASE HOUSE
153	33,189.59	1/09/98	SCHOOL PAYABLES
154	2,100.00	1/09/98	SCHOOL BLDG. PROJ.
155	286,096.50	1/09/98	TOWN PAYABLES

156	73,408.91	1/06/98	FEDERAL TAX
157	65,390.73	1/07/98	TOWN PAYROLL
158	<u>209,035.16</u>	1/09/98	SCHOOL PAYROLL
TOTAL	669,220.89		
159	12,737.99	1/13/98	TOWN PAYABLES
160	215.10	1/13/98	SCHOOL BLDG. PROJ.
161	75,553.19	1/14/98	TOWN PAYROLL
162	<u>16,126.53</u>	1/13/98	FEDERAL TAX
TOTAL	<u>104,632.81</u>		

9:15 p.m. Meeting adjourned.


Marjorie R. Putnam
Assistant to Town Administrator

Approved 3/10/98 by Selectmen

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, January 27, 1998

Present: Chairman David W. Parry, Selectman Thomas W. McAuliffe, Town Administrator Janice C. Conlin, and Hillary Young Brigandi (Administrative Secretary to Planning Board filling in for Marjorie R. Putnam).

MINUTES APPROVED

Board VOTED unanimously to approve Minutes of December 16, 1997.

SCHEDULED MEETINGS

7:45 p.m. to 7:52 p.m. Police Chief Kenneth G. Hutchins, Town of Northborough and Erin LaBrie, an Algonquin High School Junior, were present to make the Town of Southborough aware of the 2nd Annual Community Connections Day to be held on May 16, 1998. The first Community Connections Day was held last September. The all day event, held at Algonquin High School, from 11:00 AM to 11:00 PM, consists of guest speakers, educational events, workshops, kids activities and food booths, culminating with an intergenerational dance held in the evening. At this point in time Chief Hutchins and Ms. LaBrie are just try to create awarenesss and generate support. It was noted that Ellen Piontek, Co-Director of Southborough Office of Youth and Family Services sent a letter 1/26/98 of endorsement.

8:00 p.m. to 8:30 p.m. Board met with Citizens Group for Finn School Road Safety Committee which is a subgroup of the Southborough Roads Safety Committee. Those present were Linda C. Hubley, Bonnie Phaneuf and Cathy Lee Gerson and Kevin Moran, Chairman of the Road Safety Committee. Their presentation included detailed maps indicating the increased neighborhood density surrounding the Finn School/Mooney Field Recreation complex and locations for traffic signs, traffic lights and flashing signals in the area immediately outlined by Southville, Parkerville, Richards and Cordaville Roads and then slightly further out from that area. They are also requesting a traffic island at the intersection of Parkerville and Richards Roads and a bike trail across a Town owned easement into the back end of Finn School property. The committee was looking for the Selectman's acceptance before they proceed.

The committee members thanked Janice Conlin for her assistance in helping locate resources to put their presentation together. Selectmen suggested that they attend the SEA traffic study presentation on January 29, 1998, at the Fire Station. Chairman stated that the SEA study was for the broader traffic issues, but that the town should appropriate funds to have an engineer review the committee's suggestions for traffic calming in the school zones.

As a separate issue Cathy Gerson asked if there was anyway to make the developer(s) for Stockwell Farms and especially Pine Ridge correct their detention ponds so that they are not holding so much water. The pond at Pine Ridge is reported to be holding 6' to 8' currently. Mr. McAuliffe stated that they would send a letter to the Planning Board.

OTHER BUSINESS TRANSACTED

Occupancy Permits Requested. Board noted a 1/13/98 letter from Paul Maggiore (The Maggiore Companies) requesting the Board waive any bond requirements and allow Occupancy Permits to be issued for 3 tenants (totaling 45% of building), given that they have not completed the MEPA mitigation requirements as specified in the ZBA special permit. Chairman Parry emphasized that the Selectmen are agreeing to permit this Phase I building to be 45% occupied but there is mitigation issues to be discussed and agreed to with MEPA and Town Boards before a special permit is issued for Phase II. Mr. McAuliffe made a motion to allow partial occupancy. The Board VOTED unanimously (2/0) in favor.

Conveyance of 65 Acres on Middle Road. In a letter dated 1/16/98 the MDC conveyed 65 acres of water shed land to the Town of Southborough for the expansion of the Rural Cemetery. The letter requested that the normal 120 day waiting period be shortened to 60 days.

Three Month Fence Extension. Joseph E. Green of 2 John Matthews Road in a letter dated 1/20/98, requested a three month extension to bring his swimming pool fence into compliance. Mr. McAuliffe made a motion that this be allowed. The Board VOTED unanimously (2/0) in favor.

Hiring a New FireFighter. Captain George Killam retired 1/7/98. Fire Chief Phaneuf in a letter dated 1/14/98 requested that he be removed from the hiring process of Captain Killam's replacement as his son Peter has indicated he will be applying for the position. Mr. McAuliffe made a motion that Janice Conlin, an area Fire Chief and at least one, possibly two Southborough FireFighters be enpaneled for the hiring process. The Board VOTED unanimously (2/0) in favor.

TREASURY WARRANTS SIGNED BY SELECTMEN

163	\$195,832.61	1/23/98	SCHOOL PAYROLL
164	64,309.11	1/21/98	TOWN PAYROLL
165	67,626.40	1/20/98	FED. TAX
166	<u>553,269.90</u>	1/23/98	SCHOOL BLDG. PROJ.
TOTAL	\$881,038.02		

167	\$ 3,961.26	1/30/98	SCHOOL CAFETERIA
168	54,696.13	1/30/98	SCHOOL PAYABLES
169	148,378.10	1/30/98	TOWN PAYABLES
170	2,070.46	1/30/98	BELL ATLANTIC/M C I
171	71,410.39	1/27/98	FED. TAX
172	69,210.29	1/28/98	TOWN PAYROLL
173	<u>7,832.86</u>	1/28/98	MONTHLY PAYROLL
TOTAL	\$357,559.49		

8:30 p.m. Meeting was adjourned.



Hillary Young Brigandi
Administrative Secretary/Planning Board

Approved 3/10/98 by Selectmen

MINUTES OF MEETING
BOARD OF SELECTMEN

Friday, January 30, 1998

Present: Chairman David W. Parry, Selectman Thomas W. McAuliffe, Town Administrator Janice C. Conlin, Mary Guilford, Treasurer/Collector and Paul Berry, Town Clerk.

Absent: Selectman William J. Christensen

MOTION: "That all action taken by the Town Treasurer in advertising for public sale of the \$9,500,000 Bond Anticipation Notes (School Bonds) (the "Notes") of the Town, being a portion of the \$18,800,000 bonds authorized pursuant to Chapter 44, Section 7 (3) of the Massachusetts General Laws, as amended and supplemented, and by a vote of the Town duly adopted under Article 7 of the Warrant at the Special Town Meeting held on January 27, 1996, in that connection, preparing and distributing a Preliminary Official Statement and Notice of Sale and a final Official Statement, be and hereby is ratified, confirmed, approved and adopted;

That the Notes shall be dated as of February 6, 1998, shall mature on April 6, 1998, shall be numbered consecutively and subject to the provisions of this vote, shall be in such form, of such denomination and contain such other details as the Town Treasurer and a majority of the Board of Selectmen shall determine or approve by their execution of the Notes;

That the Notes shall originally be issued by means of a book-entry system evidencing ownership and transfer of the Notes; and in the event of failure or termination of the book-entry system, Fleet National Bank, in Boston, Massachusetts, shall issue replacement notes in the form of fully registered certificates;

That said Fleet National Bank, shall certify the Notes as to their genuineness and shall act as Note Registrar, Transfer Agent and Paying Agent therefor;

That the Notes shall bear interest and are hereby sold and awarded as follows:

<u>Purchaser</u>	<u>Note No.</u>	<u>Denominations</u>	<u>Interest Rate</u>	<u>Premium</u>
First Albany	R-1	\$5,500,000	3.52%	\$ 5.00
BankBoston	R-2	4,000,000	3.60	508.67

That the Board of Selectmen and the Town Treasurer by, and hereby are, authorized to execute and deliver a Material Events Disclosure Certificate generally as described in the official statement relating to the Notes and to incorporate by reference thereto in the

Notes such Certificate both in such form as the signatures may approve by their execution thereof, and the obligation of the Town contained in such certificate is hereby approved and confirmed.


That the Board of Selectmen, the Treasurer and the Town Clerk be, and hereby are, and each of them severally is, authorized to take such action, and to execute and deliver such certificates, receipts, or other documents as may be determined by them, or any of them to be necessary or convenient to carry into effect the provisions of the foregoing vote.

That the Town Treasurer is hereby authorized to prepare and deliver the Notes to the aforesaid purchaser or purchasers or order against payment in full of the agreed purchase price."

MOTION was seconded.

Board VOTED 2 - 0 in favor of the motion.

Meeting adjourned at 3.20 p.m.



Janice C. Conlin
Town Administrator

Approved 3/10/98 by Selectmen

**MINUTES OF MEETING
BOARD OF SELECTMEN**

Tuesday, February 10, 1998

Present: Chairman David W. Parry, Selectman William Christensen, Town Administrator Janice C. Conlin, and Hillary Young Brigandi (Administrative Secretary to Planning Board filling in for Marjorie R. Putnam).

SCHEDULED MEETINGS

7:40 p.m. to 7:52 p.m. Pole Hearing - NET/Massachusetts Electric at Nichols Street. Board met with George O. Boyle, Manager -Right of Way, Engineering and Construction for Bell Atlantic who is proposing 12 new jointly owned poles along Nichols Street from Clemmons to Pine Hill Roads. Janice Conlin stated that John Boland, DPW, had concerns about the placement of the poles and the Tree Warden had concerns about removing so many trees. It was decided that all parties concerned would meet to discuss this issue before the next meeting. This public hearing was continued to February 24, 1998 at 7:35 PM

OTHER BUSINESS TRANSACTED

Town House Parking. It was pointed out that there are several cars that park all day at the far end of the Town House parking lot. While the Board does not want to discourage carpooling it is inappropriate for commuters to be parking there, since there is a lack of parking at the Town House. A discussion followed regarding the installation of "drop boxes" to reduce the need for parking; making a "20 minute only" restricted area; making the roadways one-way and restriping the parking lot to gain additional spaces. The Board decided that they would allow Janice Conlin, John Boland and their committee to work out the details of the parking, but asked Ms. Conlin to send polite letters to the commuters.

Post Office Drop Box. The Board discussed that they would like a post office box similar to the one currently outside the existing Post Office located in the downtown area after the Post Office moves out to Cordaville Road. Several locations were named. Janice Conlin stated that she would contact the Post Office to work out something.

Award Contract - Municipal Water Services. Board acknowledged the February 3, 1998 letter request from John Boland, DPW to award the contract for municipal water services to K & K Excavation Co., Inc. of Milton, MA for the sum of \$498,918.95, to be funded by the MWRA. This work is to connect houses to the water main.

Sign Agreement for Distribution of Surplus Federal Property to local Fire Department.

Janice Conlin submitted an agreement for Chairman Parry's signature allowing the fire Department to receive excess federal equipment for firefighting purposes.

Signs for Southborough Center. Board acknowledged a February 6, 1998, letter from Scott McCarthy and his committee for proposed new mirror image signs to be located in the Right of Way on Route 85 approaching Route 30 from both the north and south. These signs are privately funded and give direction to town services as well as area schools and landmarks. The Board voted unanimously (2/0) to approve these signs.

Approval for Recreational Use of Town or School Facilities. Board acknowledged receipt of new policies for the use of Town and school facilities. The Recreation Department will maintain a master schedule for all facilities, giving school use a priority.

All organizations will be required to carry liability insurance. The Board felt this requirement was necessary to reduce the town's exposure. The Board voted unanimously (2/0) to endorse the policies as recommended by the Recreation Committee and approved by the School Committee. The Board requested Janice Conlin to send a letter of thanks to Katherine Garcia, Director of Recreation and Robert Melican, Superintendent of Schools for Northborough/Southborough.

Future Meetings. It was announced that the next Selectmen's meeting will be combined (no business to be transacted) with the Southborough Business Association at 7:00 PM on February 17, 1998, to meet with the MWRA. Scheduled meetings after that are February 24, March 2 (Fire Department negotiations) and March 10 (Budget reviews).

NEW BUSINESS

Town Web Page. Board discussed the idea of the Town of Southborough developing a web page to enhance communication in Southborough. Janice Conlin stated that the MIS had included enough into her budget to access the internet. Selectmen Christensen suggested that a committee should be formed to study the issue in greater detail to determine what should be on the web page, updating and maintaining it and respond to requests and applications made through the page.

TREASURY WARRANTS SIGNED BY SELECTMEN

174	\$	14,220.31	2/06/98	SCHOOL BLDG. PROJ.
175		178,709.30	2/06/98	TOWN PAYABLES
176		9,878,944.45	2/06/98	MIDDLE SCHOOL BAN
177		63,173.67	2/04/98	TOWN PAYROLL
178		200,872.35	2/06/98	SCHOOL PAYROLL
179		<u>68,465.31</u>	2/03/98	FED. TAX
TOTAL		\$10,404,385.39		

180	\$	1,006.00	2/13/98	WILTEL
181		33,466.00	2/13/98	SCHOOL PAYABLES
182		65,479.59	2/11/98	TOWN PAYROLL
183		22,849.17	2/10/98	FED. TAX
184		4,375.00	2/13/98	FY97 SCHOOL ENCUM.
185		4,363.48	2/13/98	SCHOOL CAFETERIA
186		<u>12,192.92</u>	2/13/98	SCHOOL PAYABLES
TOTAL	\$	143,732.16		

EXECUTIVE SESSION

At 8:14 PM the Board members voted unanimously; Selectman Parry (AYE) and Selectman Christensen (AYE) to go into executive session and not return to regular session.

8:45 p.m. Meeting was adjourned.



Hillary Young Brigandi
Administrative Secretary/Planning Board

Approved 3/10/98 by Selectmen

MINUTES OF MEETING
BOARD OF SELECTMEN
Hearing Room
Tuesday, March 3, 1998

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman Thomas W. McAuliffe, and Town Administrator Janice C. Conlin.

8:15 p.m. The Board of Selectmen reconvened in open session.

Resignation of Selectman McAuliffe - The Board of Selectmen accepted reluctantly the resignation of Selectman Thomas W. McAuliffe. Mr. McAuliffe stated that he would miss being a Selectman. He expressed his gratitude to this Board of Selectmen, to all the other Selectmen he served with over the more than 25 years and to the staff. Chairman Parry and Selectman Christensen praised and thanked Selectman McAuliffe for his unselfish long-term volunteer service to the Town.

Chairman David Parry and Selectman William Christensen voted to place on the Annual Town Election ballot the unfilled office of the Board of Selectmen, to replace the unexpired term of Thomas W. McAuliffe.

New Middle School Bonds - The Board of Selectmen voted unanimously to sign the bonds financed by Fleet Security for \$9.5 million for the new middle school. The interest rate is 4.6727%

8:30 p.m. Police Officer Interviews - The Board of Selectmen interviewed the following four candidates for two police officer positions: Robert Romilly, Marc Smith, Eric Henderson and Kevin Landry.


The Board of Selectmen unanimously voted to appoint Eric Henderson and Kevin Landry as recommended by William J. Colleary, Jr., Chief of Police, contingent upon the successful completion of a physical examination. The starting salary will be \$609.65 and the starting date is March 15, 1998.

TREASURY WARRANTS SIGNED BY SELECTMEN
(FY98)

187	173,659.75	2/20/98	TOWN PAYABLES
188	2,100.00	2/20/98	SCHOOL BLDG.PROJ.
189	61,547.62	2/18/98	TOWN PAYROLL
190	65,673.75	2/17/98	FEDERAL TAX
191	<u>200,865.68</u>	2/20/98	SCHOOL PAYROLL
TOTAL:	503,846.80		

192	103,229.98	2/27/98	SCHOOL PAYABLES
193	433,614.50	2/27/98	ALGONQUIN ASSESSMENT
194	777.60	2/27/98	TOWN PAYABLES
195	69,231.43	2/24/98	FEDERAL TAX
196	62,646.15	2/25/98	TOWN PAYROLL
197	<u>7,515.06</u>	2/25/98	MONTHLY TOWN PAYROLL
TOTAL	677,014.72		

9:50 p.m. Meeting was adjourned.


Janice C. Conlin
Town Administrator

[S\SELMIN\98MTGS\MARCH 3]

Approved by Selectmen July 21, 1998

MINUTES OF MEETING
BOARD OF SELECTMEN
Hearing Room
Tuesday, March 10, 1998

Present: Chairman David W. Parry, Selectman William Christensen , Selectman Thomas McAuliffe, Town Administrator Janice C. Conlin, and Hillary Young Brigandi (Administrative Secretary to Planning Board filling in for Marjorie R. Putnam).

MINUTES APPROVED

Board VOTED (3/0) unanimously to approve Minutes of November 18, 1997, January 13,1998, January 27,1998, January 30,1998, February 10,1998, and February 10,1998 Executive Session.

OTHER BUSINESS TRANSACTED

Chairman Parry asked Janice Conlin to contact Bose Corporation to see if they would be interested in solving the sound problems in the Town House, making more space user friendly.

Chairman Parry asked Janice Conlin to draft a letter to Peg McCarthy of the Southborough Garden Club to see if they wanted to be involved in landscaping the signs directing traffic to downtown Southborough. He suggested three possible locations:

1. new triangle at the intersection of Route 30 and Framingham Road at the reservoir
2. intersection of Deerfoot Road and Main Street
3. the triangle at the Common (historic sign)

APPOINTMENTS MADE

The Board VOTED unanimously (3/0) to nominate Lindsay S. Robbins, 78 Deerfoot Road, as Inspector of Animals, for the year ending March 31, 1999.

SCHEDULED MEETINGS

7:35 p.m. to 7:55 p.m. Application for Wine and Malt Beverages License by Pessini Management, Inc., dba Colony Market, Justin L. Pessini, 162 Cordaville Road, Suite 100.

Bill Pezzoni, attorney for the applicant, stated that Justin Pessini, a local resident, wants to open a small grocery store, including beer and wine sales, at the new "Town Center". Mr. Pessini purchased a similar store in Worcester and has been very successful. He plans on installing many state of the art technical devices to prevent minors from purchasing beer and wine. Store hours will be Monday through Saturday 8:00 AM to 10:00 PM, Sundays 8:00 AM to 8:00 PM. Steve Mauro (33 Atwood Road), Bill Fletcher (Bill's Liquor Store) and Eric Spinner (Route 9 Liquor) all stated that Southborough did not need another store selling beer and wine, citing

various reasons such as their decreased business and increased competition to the existing businesses. Janice Conlin stated that the Town of Southborough was allowed to grant five licenses by right, this being the fourth. The Board VOTED unanimously (3/0) to grant a Wine and Malt Beverages License to Pessini Management, Inc., dba Colony Market, Justin L. Pessini, 162 Cordaville Road, Suite 100.

8:00 p.m. to 8:11 p.m. Recreation Committee, Budget Review Katherine Garcia, Recreation Director, stated that the increase in her budget was directly related to the increase in printing costs for the new biannual brochures, postage and hours and grade increase (from level 5, 2nd step to level 8, 1st step), for the department secretary. The secretarial increase is related to a position upgrade necessitated by program growth, increased responsibilities and additional time requirements for centralized facility use scheduling. Selectmen complimented Ms. Garcia and her committee on all the hard work they had done and the excellent results they have achieved.

8:12 p.m. to 8:22 p.m. Youth Commission, Budget Review. Ellen Piontek and Laurie Sugarman-Whittier, Co-Chairs stated that the increase in their budget was due to a step raise for the Youth Commission Coordinator and a \$200 computer software package. They also explained that the name change from Youth Commission to Youth & Family Services was primarily an awareness and marketing strategy. Ms. Piontek and Ms. Sugarman-Whittier reported the success that their joint Youth Commission/Police Department "first offenders" program was receiving and requested that the Town look at restoring Fayville Town Hall and making it handicap assessable or the possibility of using Woodward School as a youth center, in the future.

8:22 p.m. to 8:36 p.m. Police Department, Budget Review. Police Chief Colleary stated that budget increases were due to:

- 2 federally funded officers, 1 1st year of program, 1 last year of program
- \$2,400 car computers/cell phone system
- postage
- increased association dues

Chief Colleary further stated that he had submitted warrant articles for new cruisers, trading 2 (a 1992 model with 127,000+ miles) and purchasing 3 new. He stated that one cruiser with 72,000+ miles would be used exclusively for the traffic board, explained his expanded usage in 1998 for the traffic board to apprehend speeders. Also, the Southborough Police Department is one of the best equipped departments in the State, thanks in part to Selectmen support and to corporate donations. Chief Colleary was seeking federal grant money for photo imaging/mapping equipment and the department has realized \$117,000 in traffic fines in 1997. Selectmen read a citizen's letter complimenting the Southborough "Safety Team" on their abilities and then congratulated Chief Colleary on a job well done.

8:37 p.m. to 8:45 p.m. Miscellaneous Budget Items. Janice Conlin explained that several line items had been shifted to different budgets, such as Custodian/Maintenance salary and Recreation Fields Maintenance items was shifted to Buildings & Grounds. There were also budget items for new hardware in preparation for 2000, maintenance issues, system upgrades, the

Town webpage and Treasurer/Collector software for barcode scanning equipment. Other increases are due to the increased work load (although salaries are only up 1-2%) and increased insurance costs (15 new staff members in the schools. The self funding of the workman's comp fund will be Warrant Articles 30 and 31 ATM.

8:45 p.m. to 8:54 p.m. Council on Aging, Budget Review. Leah Alea, Senior Coordinator for the Council on Aging, stated that they were seeking no increase in their budget this year. They are however, seeking grant money to fund an outreach worker, which is a specialty field. Their drop-in center averages 70 seniors a week for the various programs offered (language, dance, exercise, painting, crafts, computer classes, seminars on various topics and card parties). They are planning a newsletter to reach more seniors and generate greater interest. The committee also requested a sign for the front of the building. Board suggested that they could ask the Arts Council to design one then expressed how pleased they were in the fine work that they were doing.

8:55 p.m. to 9:23 p.m. Fire Department, Budget Review. Fire Chief Phaneuf stated that the increases in his budget were for additional personnel needed to cover both fire stations on nights (\$27,000) and weekends (\$44,000). The additional personnel is needed primarily due to increased demand and usage of emergency services. Since most (37-47%) of existing personnel are unable to find housing they can afford within Southborough they must live out of town, which results in a longer emergency response time. Some of the budget increase will be offset by the ambulance revenues which increase by 12% per year., revenue for 1997 was \$99,000. Also, 8 to 10 FF will have completed the intermediate EMT level by year end. Other budget items included building maintenance for both fire stations. Chief Phaneuf stated that the warrant articles he has submitted are as follows:

- \$125,000 for a new ambulance (to replace 10 year old one w/ 125,000 miles)
- \$24,000 for 8 new self-contained breathing apparatus units
- \$11,000 for paramedic level equipment (one FF is paramedic trained but unable to use skills/training due to lack of proper equipment; a 2nd FF is half way through paramedic course)

Board read Rosalie Sullivan's letter praising and commending the Southborough EMT's, to which the Selectmen added they own favorable remarks.

9:23 p.m. to 10:13 p.m. Department of Public Works, Budget Review. Superintendent John Boland reported that the 4% increase equaling \$56,000 in his budget was due to:

- staff engineer salary (MWRA has paid most @ 2000 hours annually)
- new growth in: rubbish disposal, water usage, snow removal (new school), salt and sand purchases, new meters and replacement meters

Proposed warrant articles (Articles 14 - 17) are:

- water system improvements (construction of a water storage tank for Fairview Hill)
- road improvements and highway improvements
- new equipment (\$125,000) to replace a 25 year old truck

Board stated that the DPW needs to prioritize areas for the replacement of the water distribution system before TM, addressing the Finn area and the north and south Parkerville areas.

TREASURY WARRANTS SIGNED BY SELECTMEN

198	\$	477,723.87	3/06/98	SCHOOL BLDG PROJECT
199		2,230.56	3/06/98	BELL ATLANTIC/MCI
200		231,459.89	3/06/98	TOWN PAYABLES
201		196,673.39	3/06/98	SCHOOL PAYROLL
TOTAL: \$ 1,030,874.54				
204	\$	29,498.37	3/13/98	TOWN PAYABLES
205		21,439.82	3/10/98	FEDERAL TAX
206		61,386.77	3/11/98	TOWN PAYROLL
TOTAL \$ 112,324.96				

10:30 p.m. Meeting was adjourned.



Hillary Young Brigandi
Administrative Secretary/Planning Board

Approved 3/31/98

MINUTES OF MEETING
BOARD OF SELECTMEN
Hearing Room
Tuesday, March 17, 1998

Present: Chairman David W. Parry, Selectman Thomas McAuliffe, Town Administrator Janice C. Conlin, and Hillary Young Brigandi (Administrative Secretary to Planning Board filling in for Marjorie R. Putnam).

Absent: Selectman William J. Christensen (out of town).

MINUTES APPROVED

Board VOTED (2/0) to approve Minutes of March 24, 1998.

OTHER BUSINESS TRANSACTED

Selectmen VOTED (2/0) to call a Special Town Meeting within the Annual Town Meeting on April 13, 1998 at 8:00 P.M., to purchase land owned by Jake and Marion Waller on Parkerville Road to be capped and used for athletic fields and to delete the existing salary administration plan and insert the new plan. The Board VOTED (2/0) to close the warrant for the Special Town Meeting.

The Board signed a Certificate of Appreciation for Charlie Margaritis' long years of service at Southborough Drug. The Certificate is to be presented at the combined SBA/Rotary meeting on Wednesday, March 18, 1998 by Selectman McAuliffe.

Board VOTED (2/0) to award the software bid to Compusense, Inc., Nashua, NH in the amount of \$9,800.00.

Board VOTED (2/0) to increase Inspections Revolving Fund as per Chapter 44, Section 53E ½.

Janice Conlin stated that in a conversation with Jack Barron, regarding the Selectmen's Policy for Land Purchases, he had insisted that his ATM Article #32 be voted at Town Meeting and considered for the bylaws. Ms. Conlin did not think that it was properly worded to allow such action. Chairman Parry requested Ms. Conlin to send a formal letter to the Planning Board asking their approval of the procedure, stating a joint approval was all that was necessary.

Janice Conlin stated that the Traffic Study meeting with SEA was postponed to March 26, 1998, to Room 11 at Woodward School.

APPOINTMENTS MADE

The Board VOTED (2/0) to appoint the following:

Irene Burkis Tibert, 138 Woodland Road, as Veterans' Grave Officer, her term to expire April 1, 1999.

Ethel N. Armstong, 15 Flagg Road, as Registrar of Voters, her term to expire April 1, 2001.

John W. Boland, Jr., 12 Richards Road, as representative to the Central Mass. Resource Recovery Committee, his term to expire March 15, 1999.

Peter F. Phaneuf, 179 Middle Road, as Fire Chief, his term to expire March 24, 2001.

SCHEDULED MEETINGS

7:35 p.m. to 8:05 p.m. Open Space Plan. The Selectmen acknowledged the outstanding job the Open Space Committee had done in preparing this plan. It was also noted that Southborough is one of the few towns who has not hired a consultant to prepare this plan. Janice Conlin will contact John Butler to help further develop the tax impact section. The rest of the plan still needs some fine tuning but should be ready to be submitted to the State before the end of the month. An Open Space Plan needs to be in place for the Town to receive any State grant money. The Board stated that they would prepare a letter to the State endorsing the Plan.

RESIGNATIONS

Board noted a letter of resignation received from Karen Diaz of the Southborough Cultural Arts Council, effective March 9, 1998. The Board asked Janice Conlin to send a thank you note.

MAIL

Janice Conlin noted that the Selectmen had been invited to the Ashland Fire Fighters graduation at 6:30 PM.

Janice Conlin acknowledged a letter from Robert Melican, Superintendent of Schools, looking for Selectman representation at the Algonquin Building & Planning Committee, but their meetings are at the same time as scheduled Selectmen's meetings. Ms. Conlin stated she would photocopy the minutes for each Selectman.

Janice Conlin stated that Hugh Kenney, 32 Briarwood Road, Framingham requested appointment as Constable. The Board VOTED (2/0) to appoint Hugh Kenney as Constable (to serve civil process), his term to expire March 17, 1999.

TREASURY WARRANTS SIGNED BY SELECTMEN

207	\$	38,729.10	3/20/98	Town Payables
208		17,660.47	3/20/98	School Building Project
209		67,431.67	3/17/98	Federal Tax
210		59,068.72	3/18/98	Town Payroll
211		202,516.89	3/20/98	School Payroll
212		2,448.73	3/20/98	Bell Atlantic/M C I
213		6,519.62	3/20/98	School Cafeteria
Total:	\$	394,375.20		

EXECUTIVE SESSION

At 8:35 PM the Board members voted (2/0) - Selectman Parry (AYE) and Selectman McAuliffe (AYE) - to go into executive session and not return to regular session.

8:35 p.m. Meeting was adjourned.



Hillary Young Brigandi
Administrative Secretary/Planning Board

[s\selmin\98mtgs\march17]

Approved 5/5/98 by Selectmen

MINUTES OF MEETING
BOARD OF SELECTMEN
Hearing Room
Tuesday, March 31, 1998

Present: Chairman David W. Parry, Selectman William J. Christensen , Selectman Thomas W. McAuliffe, Town Administrator Janice C. Conlin, and Hillary Young Brigandi (Administrative Secretary to Planning Board filling in for Marjorie R. Putnam).

MINUTES APPROVED

Board VOTED (3/0) unanimously to approve Minutes of March 10, 1998 as amended.

SCHEDULED MEETINGS

6:45 p.m. to 7:05 p.m. Jack Barron. Mr. Barron wanted to discuss the Selectmen's policy regarding the disposition of Town owned real property. The Board stated that they have devised a policy for property purchases greater than \$500.00. Mr. Barron's only disagreement was that the policy was limited to property someone else wanted to purchase; he would like it expanded to include all Town owned property. The Board stated that they would ask the Planning Board for their suggestions and approval. Mr. Barron stated that he would withdraw his ATM Article once the Selectmen and Planning Board adopted the policy. The Board VOTED unanimously to modify the language to include all Town owned property and to send the modified language to the Planning Board.

7:05 p.m. to 8:40 p.m. Public Hearing, Parkerville Road Landfill. The ATM Article 43 requires two votes, 1 at TM and one at the town election on May 11, 1998. Michael Clark, from SEA, presented a brief history of the 5.9 acre site on Parkerville Road, then presented the three options for the site based on his testing of the soil, water and gas. Mr. Clark found some methane gas emanating from the site in small quantities and the ground water to be drinkable, but further stated that since the site had been closed for over 30 years there was little contaminate remaining. Phil Mauch, Chairman of the Board of Health and member of the Landfill Committee stated that they had done a great deal of research and that the Board of Health has recommended the site be capped (which will become state mandated). Paul Pisinski, Health Agent, stated that he has worked in other towns with far worse landfills and that this site was less risky than some other things in Southborough. Joe Kacevich, Chairman of the Recreational Facilities Committee, stated that they recommended capping the site but with the intent of making the fields useable for recreational purposes, access to the fields would be via the new parking areas at Neary School.

The plans for capping the site would include venting the gas emissions through an underground piping system using 10 – 12, 30' high pipes (stationed next to trees and utility poles), 6" of sand, 30 year guaranteed composite liner, 12" of sand (drainage & protection to the liner) and 12" of

topsoil. All materials will allow some flexibility in the surface conditions. Construction will be done in July and August, completion by the end of November, regrading in spring. Most abutters' comments were in favor of capping the site with recreational fields, although two abutters wanted assurances built into the construction contracts for filtering the gas emissions for potentially noxious smells.

There will be a site design meeting with Michael Clarke on April 29, 1998, at 7:30 p.m.

8:42 p.m. to 10:10 p.m. Neary School Improvements and Additional Funds for Finn and Trottier. Ron Gagnon, Clerk of the Works for the new middle school, presented a plan to relocate the septic system during April/May and add 82 additional parking spaces at Neary School before September. The parking spaces are required by the police and fire departments. There is \$160,000.00 set aside for these improvements from past years. The projected budget for Trottier School has been thrown off due to an additional 7,000 square feet in the building. (The original building was projected to be 86,000 s/f but is actually 94,700 s/f – architect went above and beyond when doing calculations – the town is very fortunate the numbers are this close).

The Advisory Committee has suggested that the Town seek the balance of money available up to the building budget cap to fund the balance of the school construction plus the improvements at Neary. Mary Jane Mastroangelo, School Committee Member, stated that she was concerned that the September deadline for the Neary school improvements would detract from the September deadline for the Trottier School.

Robert Depietri, School Building Committee Chairman, stated that the 2 additional parcels at Finn School will allow 90 parking spaces, a new bus drop-off, two tennis courts (relocated from Neary School) and expansion space for future classrooms if needed. The 30 year old HVAC and electric systems will be replaced. They are also planning on relocating the pond in Mooney Field to allow an additional soccer field. The estimated cost for these improvements is \$2.5 million.

10:10 p.m. to 10:20 p.m. Purchase and Sale Agreement, Marion Waller. The Board VOTED unanimously to sign the purchase and sale agreement with Marion Waller for the purchase of the .65 acre lot on Parkerville Road as part of the Parkerville landfill for \$9,950.00.

MAIL RECEIVED

Janice Conlin stated that she had received a letter from the District Treasurer for the Algonquin School Building Committee seeking approval for \$241,600 in renovations. The Board VOTED unanimously to have the authorization approved at ATM.

Janice Conlin stated that she had received a request from the Board of Health to have a non-binding referendum question placed on the ballot for the town election in May, prohibiting smoking from all public buildings. Ms. Conlin stated that the Board of Health has the authority

to impose this policy, but wanted to get a feel of how the Town felt about the issue. The Board VOTED unanimously to deny the request, stating the ballot was not the place to poll the public.

The Board of Selectmen instructed Janice Conlin to send a letter of support to Representative Barbara Gardner to fully fund the Regional Transportation.

MERIT INCREASE

Mary Guilford, Treasurer/Collector, requested a position upgrade for Faith Mulligan from Senior Clerk to Administrative Secretary as well as a 5% increase. Board VOTED unanimously to grant a 5% merit increase to Faith Mulligan and upgrade from Grade 1 to Grade 2. Her new rate will be \$14.21/hour effective January 30, 1998.

Mary Guilford, Treasurer/Collector, requested a position upgrade for Cathy Tarr from Senior Clerk to Administrative Secretary as well as a 5% increase. Board VOTED unanimously to grant a 5% merit increase to Cathy Tarr and upgrade from Grade 1 to Grade 2. Her new rate will be \$14.21/hour effective January 30, 1998.

Paul Berry, Town Clerk, requested a 5% merit increase for Judy Cononico. The Board VOTED unanimously to grant Judy Cononico a 3% merit increase. Her new rate will be \$12.38, effective March 3, 1998, her anniversary date.

TREASURY WARRANTS SIGNED BY SELECTMEN

214	\$	46,961.35	3/27/98	School Payables
215		50,507.18	3/27/98	School Payables
216		55,698.35	3/27/98	School Payables
217		24,895.32	3/27/98	School Payables
218		623,267.00	3/27/98	School Building Project
218		65,509.86	3/25/98	Town Payroll
220		8,940.63	3/25/98	Monthly Town Payroll
221		71,328.08	3/24/98	Federal Tax
Total	\$	947,107.77		

10:30 p.m. Meeting was adjourned.


Hillary Young Brigandi
Administrative Secretary/Planning Board

[S:\selmin\98mtgs\march31]
Approved by Selectmen 5/5/98

MINUTES OF MEETING
BOARD OF SELECTMEN
Hearing Room
Tuesday, April 7, 1998

Present: Chairman David W. Parry, Selectman William Christensen , Selectman Thomas McAuliffe, Town Administrator Janice C. Conlin, and Hillary Young Brigandi (Administrative Secretary to Planning Board filling in for Marjorie R. Putnam).

SCHEDULED MEETINGS

7:30 p.m. to 7:46 p.m. Board of Health Question Regarding Smoking. Suzanne Traini explained that the Board of Health wanted to place a non-binding question on the Town ballot concerning smoking in all public buildings as a means to combat second hand smoke. Ms. Traini explained that the Board of Health is being pressured by the "Route 9 East Tobacco Control Coalition" to act on this but doesn't feel strongly enough about it themselves to force a "smoke free" town, which they have the legal right to do. The Selectmen stated that they would not support such a ballot question. They preferred that the Board of Health find some other method of seeking the residents opinion.

7:45 p.m. to 8:20 p.m. Fay Memorial Field. Joe Kacevich, Pat Richardson and several others representing the Recreation Committee and Recreation Facilities Committee presented the plans for the new signage and updates on the completion of the field. They are proposing three signs; one (re)naming the field Harold E. Fay Memorial Field (sign will be blue wood with carved gold inlay letters), one sign stating the field utilization rules to be mounted on the backstop, at the base of the Central Street stairs and near the playground equipment and one sign listing the contributors to the revitalization of the field for one year only. Selectmen McAuliffe and Christensen questioned why the contributors sign was not to be permanent and suggested several ideas for a permanent plaque. The Selectmen left the decision up to Mr. Kacevich. Mr. Kacevich further stated that the workmen and landscapers had been able to reclaim .25 acres of useable space. The drainage issues had all been resolved. The backstop was moved in 5' to allow for the ADA walking path. There will be three water spigots for drinking water and to water the trees. There will be 8 picnic tables, several handicap accessible. Richard Ireland of Winter Street commented on the site distance at the corner and the lack of parking spaces.

8:23 p.m. to 9:25 p.m. Annual Town Meeting Discussion. The Selectmen discussed various issues that would be presented at the upcoming TM. Chief Colleary appeared to present his case for not cutting the additional police cruiser from the budget. The Selectmen discussed Article 52 regarding the cap for Elderly Housing and all decided that it was unnecessary. The Advisory Board stated that they were in agreement with all of the articles for Town Meeting except the "borrowing" article, Article #53. There was also a discussion regarding the articles funding the feasibility study for the Parkerville pedestrian bridge "flyover" and whether it would qualify for TIP money.

OTHER BUSINESS TRANSACTED

Selectman Christensen mentioned that people had requested truck bans on Southborough streets. It was decided that John Boland should meet to find a solution to meet the objectives without harming the business community and possibly revisit all of the truck bans throughout town. Also once regulations are established they need to be enforced to avoid discrimination.

MAIL RECEIVED

Janice Conlin stated that she had received a letter from State Representative Barbara Gardner requesting a TM vote of support for a regional "land bank". The Selectmen decided that there was not enough time to present this issue properly at Town Meeting. They would wait to present it at the Special Town Meeting in the fall.

APPOINTMENTS

Cultural Arts Council Selectmen VOTED unanimously to reappoint Carolyn M. Doyle, 16 Ledge Hill Road, her term to expire 1/19/2000.

Selectmen VOTED unanimously to reappoint Deborah McHorney, 20 Ledge Hill Road, her term to expire 3/12/2000.

Selectmen VOTED unanimously to reappoint Martha Kay Carter, 2 Adams Circle, her term to expire 3/26/2000.

PERMITS

Road Opening Permits for 39, 41 and 43 Woodland Road. The Selectmen VOTED unanimously to grant a permit to open the road for water service tie-in as requested by GBD General Contracting.


Road Opening Permits for 58 Woodland Road and 16 Constitution Drive. The Selectmen VOTED unanimously to grant a permit to open the road for water service tie-in as requested by Trask, Inc.

TREASURY WARRANTS SIGNED BY SELECTMEN

222	\$	736.92	3/31/98	TOWN PAYABLES
223		9,556,266.67	4/03/98	MIDDLE SCHOOL D & I
224		15,793.11	4/03/98	MASS ELECTRIC
225		402,909.61	4/03/98	TOWN PAYABLES
226		64,843.85	4/01/98	TOWN PAYROLL

227		199,693.53	4/03/98	SCHOOL PAYROLL
228		68,145.64	3/31/98	FEDERAL TAX
TOTAL:		\$ 10,308,389.33	3/31/98	
229	\$	70,279.18	4/08/98	TOWN PAYROLL
230		23,732.06	4/07/98	FEDERAL TAX
231		27,558.80	4/10/98	TOWN PAYABLES
232		2,100.00	4/08/98	SCHOOL BLDG PROJ
TOTAL:		\$ 123,670.04		

9:50 p.m. Meeting was adjourned.


Hillary Young Brigandi
Administrative Secretary/Planning Board

Approved by Selectmen May 26, 1998

MINUTES OF MEETING
BOARD OF SELECTMEN

Monday, April 13, 1998

6:45 p.m. Convened in the Woodward School gymnasium.

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman Thomas W. McAuliffe and Town Administrator Janice C. Conlin.

Absent: Marjore R. Putnam.

Selectmen met with the Advisory Committee, School Committee, Planning Board and the Board of Health to discuss issues on the Agenda for Town Meeting.

7:30 p.m. Board of Selectmen recessed to attend Annual Town Meeting.

11:00 p.m. Selectmen reconvened their meeting to vote on ballot questions. Selectmen VOTED unanimously the following ballot questions to be placed on the ballot for the May 11, 1998 Town Election:

BALLOT QUESTION NO. 1

Shall the Town of Southborough be allowed to exempt from the provisions of Proposition 2 1/2, so-called, the amounts required to pay for the bond issued for the purpose of purchasing real property. (Article 2 ATM 4/13/98)

Yes ☐ No ☐

BALLOT QUESTION NO. 2

Shall the Town of Southborough be allowed to exempt from the provisions of Proposition 2 1/2, so called, the amounts required to pay for the bond issued to complete the Trottier Middle School Construction project and the Finn School renovation and addition project . (Article 42 ATM 4/13/98)

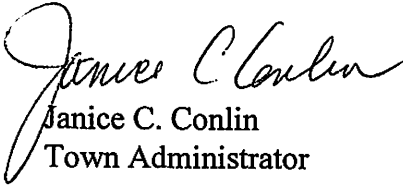
Yes ☐ No ☐

BALLOT QUESTION NO. 3

Shall the Town of Southborough be allowed to exempt from the provisions of Proposition 2 1/2, so called, the amounts required to pay for the bond issued for engineering and capital costs for the closure of the Parkerville Road landfill and the development of athletic fields and handicap parking facilities on that site. (Article 43 ATM 4/13/98)

Yes ☐ No ☐

11:15 p.m. Meeting adjourned.


Janice C. Conlin
Town Administrator

JCC/mrp

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Approved by Selectmen May 5, 1998

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, April 14, 1998

7:15 p.m. Convened in Woodward School Library.

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman Thomas W. McAuliffe, Town Administrator Janice C. Conlin and Treasurer/Collector Mary Guilford.

BUSINESS TRANSACTED

Selectmen VOTED unanimously to accept the bid of State Street Bank & Trust Co. of 3.68% on \$3,000,000 of bond anticipation notes for a portion of the construction of the new Middle School.

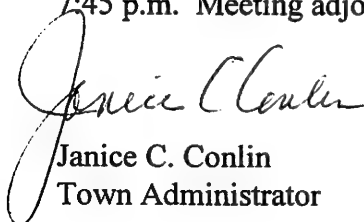
Selectmen VOTED unanimously to nominate Maureen L. Dwinneil (Hopkinton Selectman) to the Metropolitan Planning Organization (MPO).

Selectman McAuliffe updated the Board on union negotiations.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 98):

233	23,065.90	4/17/98	SCHOOL BLDG. PROJECT
234	52,805.65	4/17/98	TOWN PAYABLES
235	61,857.96	4/15/98	TOWN PAYROLL
236	205,248.43	4/17/98	SCHOOL PAYROLL
237	69,597.14	4/14/98	FED. TAX
238	<u>3,543.32</u>	4/17/98	SCHOOL CAFETERIA
TOTAL	416,118.40		

7:45 p.m. Meeting adjourned.


Janice C. Conlin
Town Administrator

mrp

Approved by Selectmen May 5, 1998

[S:\selmin\98mtgs\April 4]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, May 5, 1998

7:30 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman Thomas W. McAuliffe, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

Since this was the last meeting of Thomas W. McAuliffe who retired as Selectman effective May 10, 1998, many people spoke giving accolades to him for his 27 years of service to the town.

MINUTES APPROVED

Selectmen VOTED unanimously to approve Minutes of March 17, 31, April 13, and 14, 1998.

RESIGNATIONS RECEIVED

Southborough Housing Authority. Margaret Clifford resigned effective 4/30/98.

Southborough Inspector of Animals. Lindsay S. Robbins resigned effective 3/31/99.

CONTRACTS AWARDED

Field Refurbishments to Choate Field and Liberty Field. Chairman of Recreation Facilities Committee (ad hoc) Joseph Kacevich was present and recommended R. A. D. Corp., 125 Prospect Street, Hingham, MA 02043, as it was the lowest bidder. Therefore, the Selectmen VOTED unanimously to award the bid to R. A. D. Corp. in the amount of \$36,200 as per its bid.

Municipal Billing and Collections Software Program for Real Estate, Personal Property, Motor Vehicle Excise and Software Functional Requirements. As recommended by Martha Palmer, Data Processing Coordinator, Selectmen VOTED unanimously to award to CompuSense, Inc., 20 Trafalgar Square, Suite 600, Nashua, NH 03063, the contract in the amount of its bid of \$9,800.

ROAD OPENING PERMITS

Board VOTED unanimously to grant permits to the following:

- Com/Gas – to open 157 Cordaville Road to repair gas regulator pit
- Com/Gas – to open Mt. Vickery Road to SVC-166 Cordaville Road
- Com/Gas – to open 76 Newton Street – emergency repair on service line
- K & K Excavation Co., Inc. – to open Hillside Road and Ward Road to install water mains and household water services.

MEETINGS SCHEDULED

7:45 p.m. to 8:50 p.m. Posting of Truck Restriction on Main Street. Meeting with local businesses and residents regarding the recent posting of signs for the truck restriction on Main Street and other streets. James Falconi (Falconi Brothers, Texaco, Boston Road) had requested the meeting. Present were Town DPW Supt. John Boland, Police Chief William Colleary, Planning Board Chairman Charles Gaffney, Capital Budget Committee Member Thomas Burns, several businessmen and numerous residents. (During the meeting, several truckers were driving their trucks around Town House in protest of the truck restriction).

Chairman Parry read and distributed to all present “Summary – Truck Restriction on Main Street” and explained that several signs reading “Commercial Vehicles over 2 ½ tons excluded” had been posted, for example on Northboro Rd., Chestnut Hill Rd., Fisher Rd. and Main Street, to implement pre-existing truck restrictions. The posting is being done at this time by the Town DPW because of the new traffic patterns resulting from the recent opening of the new bridge over the railroad on Rt. 85, as well as the new opening of large industrial buildings on Northboro Rd. at the Marlboro town line. The intent is to prevent through trucks using Main Street and associated small streets, as a bypass or short cut routes between Framingham and Marlborough, when there are suitable alternative routes for trucks, such as Rt. 85 and Rt. 9, as well as I-90 and I-495. The Board of Selectmen has not voted to create any new truck restrictions on any new roads. Rather, the signs were recently posted to implement pre-existing truck restrictions originally voted by the Board in 1970 and subsequently approved by the State DPW in 1972. However, these restrictions had not been posted, the reason being that trucks had to continue to use Main Street on a temporary basis in order to bypass the old Rt. 85 railroad bridge. This bridge was an old wooden bridge which had a weight limit placed on it by State DPW shortly after the truck restriction on Main Street was approved in 1972, and the bridge was then scheduled for total reconstruction. However, Mass DPW was severely delayed in getting the bridge replaced due to lack of funding and other issues. Design was scheduled in the 1970’s, but completion was not until 1997. Meanwhile, trucks were forced to avoid the Rt 85 bridge by travelling on Main St over the at-grade railroad crossing. Town residents were informed that the truck restriction would be implemented once the bridge was completed.

Numerous letters and petitions were received regarding the recent posting of signs. All but one were in support of the posting of the signs and in support of enforcing the truck restrictions, including the following letters: Letter from Mr. And Mrs. Richard Davis (120 Main Street), Mr. And Mrs. Michael Jackson, Jr. (55 Main Street), Sam and Mary Rupolo (101 Main Street), petition from Gary Kavanagh and 11 others from the Main Street/Wyndemere Drive/Deerfoot Road/Red Gate Lane area, petition from William O'Rourke and 13 others from the Main Street/Tara Road/Latisquama Road/Chestnut Hill Road area, petition from Raymond D. Hokinson and 20 others from the Main Street/Boston Road area, letter from Stephen C. White (Headmaster of of Fay School, 48 Main Street). One letter in opposition to the signs was received from James G. Pyne (President of Pyne Sand and Stone Co. of Hopkinton).

Several people spoke at the meeting, both for and against the posting of signs and enforcement of the truck restriction. Mr. Falconi stated that there problems with the posting of signs, that the ban on trucks prevented deliveries to some residents' homes, that it would hurt business in Southborough Center, that it would effect the use of pick-up trucks which are over 2 ½ tons, and he objected to the new posting of the old restriction. Mr. Jackson stated that truck deliveries were not an issue because they were allowed to continue, that trucks were noisy and dangerous on Main Street, particularly travelling past schools. Mr. Hokinson stated that the ban on trucks would not hurt local businesses, none of which are dependent on through trucks. Steve Mauro (Mauro's Market, Main Street) suggested that the signs be taken down and research done on this issue. Mr. Burns stated that the signs should remain up and be enforced. DPW Supt. John Boland stated that the signs were properly posted. Police Chief Colleary stated that the truck restriction still made good sense because these are residential roads and good alternative truck routes exist. He reported that so far he had received no problem with enforcement, and he anticipated none. The signs seemed to be working in that the number of large trucks driving through was reduced. He had no intention of stopping pick-up trucks, because that was not the objective, which was to stop the large through trucks which have no business in Southborough. All local deliveries and service stops will continue to be allowed, including stops at local businesses in Southborough Center, and including oil deliveries by Falconi Brothers to local streets accessed off Main Street.

The Board of Selectmen stated they would ask the DPW Supt. and Police Chief to examine ways in which the signs could be clarified in terms of weight limits (the intent and wording of the original restriction was 2 1/2 tons "carrying capacity" vs. deadweight). This weight issue is common to all towns, not just Southborough. The Board would take the matter under advisement.

OTHER BUSINESS TRANSACTED

Open Space – Lebewhol Property on Pine Hill Rd. Present were Planning Board Chairman Charles Gaffney, Attorney William Pezzoni (representing developer Jose Martins), and local residents Kolleen Rask, Chris Spellman, and Diana Wainrib.

Chairman Parry read April 22 letter from Town Planner Wayne Thies requesting clarification from the Board of Selectmen regarding their understanding of the character and use of the “open space” promised by the developer as a result of the 1997 Chapter 61A hearings on the property. Kolleen Rask summarized the history of the project with respect to open space issues, highlighting the final choice between the two plans put before the Board: the private developer’s plan which promised a minimum of 40% open space at no cost to the town, and the plan by the Trust for Public Land which promised between 50-70% open space if the right to acquire the property were assigned to the Trust and the town provided some financial commitment as well. The Board voted 2:1 not to assign its rights and to allow the developer to proceed, given the 40% open space promise, and the developer and residents were asked to work together on an acceptable development plan.

Ms. Rask stated that after initial progress appeared to have been made, the current situation almost one year later is one of serious disagreement between the developer and the residents concerning the open space planned for the project. Mr. Spellman agreed, adding that residents who attended the 1997 hearings felt that the 40% agreement referred to contiguous open space which was visible and accessible to the public, as described in the hearings, and that there would be a large meadow preserved on Pine Hill Road. Residents felt that this was the understanding and intent of the Selectmen as well. Ms. Rask and Mr. Spellman produced the plans shown at the 1997 hearings and the current developer’s plan which has been submitted to the Planning Board, which shows the open space consisting of a collection of pockets and corridors, including some “open space easements” on private house lots, with only a narrow strip along the meadow on Pine Hill Road. Mr. Spellman stated that this configuration differed greatly from what was intended. Mr. Pezzoni stated that easements were allowed under “Major Residential Development” zoning, that he had mentioned compliance with Southborough bylaws during the 1997 hearings, and that the letter did not promise not to use easements. Ms. Wainrib reminded Mr. Pezzoni that ambiguity in a document is construed against the drafter. Selectmen Christensen and McAuliffe agreed with residents that they had not understood the 40% open space to include easements on private house lots, and that they had believed the space would be open and accessible for passive recreation, or deeded to the Southborough Open Land Foundation.

Chairman Parry recommended that the tape recordings of the 1997 hearings be reviewed to confirm this. Ms. Rask stated that the residents would do this and share the results with the Planning Board and Mr. Pezzoni.

Municipal Building Planning Committee -- Selectmen asked that a letter be sent to the School Committee that if they are in agreement to appoint the present Municipal Building Planning Committee to continue to explore tenants for the Woodward School.

Board VOTED unanimously that Maureen Colleary be compensated at 10% per week for filling in during Marjorie Putnam’s absence from January 20 through March 27, 1998. The amount of compensation is \$793.92.

Board VOTED unanimously that letters are to be sent to Representative Barbara Gardner and Senator Robert Durand urging them to vote against any proposal to require real estate taxes of nonprofit private schools.

Board noted contribution of \$10,000 from Saint Mark's School. Letter of appreciation to be sent to Patricia J. Renzoni, Controller.

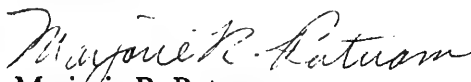
Board discussed Saint Mark's School plan for a new dormitory.

Board discussed renovation of historical museum (old Water Dept. building).

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 98):

239	20,358.63	4/24/98	SCHOOL PAYABLES
240	51,574.21	4/24/98	SCHOOL PAYABLES
241	369.71	4/24/98	FY97 SCHOOL ENCUM.
242	2,338.39	4/24/98	BELL ATLANTIC – M.C.I.
243	215.10	4/24/98	SCHOOL BLDG PROJ.
244	3,744.11	4/24/98	SCH.CAFETERIA & FY97 ENC. & ART
245	21,428.80	4/21/98	FEDERAL TAX
246	<u>61,766.38</u>	4/22/98	TOWN PAYROLL
TOTAL	<u>161,795.33</u>		
247	184,211.58	5/01/98	TOWN PAYABLES
248	996,095.18	5/01/98	SCHOOL BLDG. PROJ.
249	200,684.03	5/01/98	SCHOOL PAYROLL
250	61,798.44	4/29/98	TOWN PAYROLL
251	8,098.92	4/29/98	MONTHLY TOWN PAYROLL
252	136,695.03	4/28/98	FEDERAL TAX
253	<u>24,566.91</u>	5/01/98	SCHOOL PAYABLES
TOTAL	<u>1,612,150.09</u>		
254	174,991.81	5/08/98	TOWN PAYABLES
255	22,230.08	5/05/98	FEDERAL TAX
256	<u>63,665.38</u>	5/06/98	TOWN PAYROLL
TOTAL	<u>260,887.27</u>		

9:50 p.m. Board (by roll call) VOTED unanimously to go into executive session. Selectmen will not reconvene in open session,


Marjorie R. Putnam
Assistant to Administrative Assistant

[S\selmin\98mtgs\May 5]

Approved by Selectmen May 26, 1998

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, May 12, 1998

7:30 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman David A. Coombs (newly elected), Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

Chairman Parry and Selectman Christensen welcomed newly elected Selectman David A. Coombs.

Board VOTED (2-0-1) to elect David W. Parry as Chairman until January 1, 1999. Chairman Parry did not vote.

CONTRACTS

Board VOTED unanimously to sign **Indemnification Agreement** with Southborough Youth Gymnastics Association. This holds the SYGA harmless from and against all liability, claims and demands on account of personal injuries, etc. when the Town uses equipment owned by the Gymnastics Association. This document was drafted by Town Counsel Frederick Busconi and approved by the Town's insurance company Deland, Gibson Insurance Associates, Inc. and the Southborough Youth Gymnastics Association.

Board VOTED unanimously to sign **Engineering Services contract with S E A Consultants Inc.** (re traffic design – school zone safety improvements – preliminary design of pedestrian bridge and sidewalk). (Authorized by Article 33 ATM 1998)

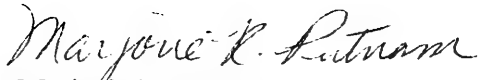
Board VOTED unanimously to sign Warrant to enable Animal Control Officer to pick up unlicensed dogs.

Board VOTED unanimously to appoint Thomas W. McAuliffe, 132 Marlborough Road, as negotiator for union contracts.

8:10 p.m. Selectmen VOTED by roll call to go into Executive Session to discuss union negotiations.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 98):

257	141,683.75	5/15/98	TOWN PAYABLES
258	7,326.54	5/15/98	SCHOOL BLDG. PROJECT
259	60,070.01	5/13/98	TOWN PAYROLL
260	203,420.00	5/15/98	SCHOOL PAYROLL
261	68,031.26	5/12/98	FED. TAX
262	<u>2,000.00</u>	5/15/98	EMERGENCY HEATING
TOTAL	482,531.56		


Marjorie R. Putnam
Assistant to Town Administrator

[S:\selmin\98mtgs\May 12]

Approved by Selectmen May 26, 1998

**MINUTES OF MEETING
BOARD OF SELECTMEN**

Tuesday, May 26, 1998

7:30 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

Also present: Charles Gaffney, Chairman of the Planning Board

MINUTES APPROVED

Board VOTED 2-0-1 to approve March 10, 1998 Executive Session Minutes. Selectman Coombs did not vote.

Board VOTED 2-0-1 to approve April 7 and May 5 Minutes. Selectman Coombs did not vote.

Board VOTED unanimously to approve May 12 Minutes.

PERMITS

Road Opening Permit was VOTED unanimously by the Board to be issued to Earth Exploration, Inc., 86 Elm Street, Hopkinton, MA 01748, to open Route 30 for test borings.

DONATIONS IN LIEU OF TAXES

Board VOTED unanimously to accept a contribution of \$15,000 from the Harvard Medical School, New England Regional Primate Research Center in support of public safety. Police Chief William Colleary and Fire Chief Peter Phaneuf are to be notified of this donation.

CHANGE OF POSITION IN RECREATION DEPARTMENT

As requested by Kathryn A. Garcia, Director of Recreation, the Board VOTED unanimously to approve her May 8 request that the 20 hour Clerk position (under the Salary Administration Plan) be a 30 hour position as of July 1, 1998 at Grade 2. This

position is called "Recreation Assistant" and will be paid at \$12.17 per hour and will now be under the NAGE union contract and no longer in the Salary Administration Plan. Personnel Board and John Hubley, President of NAGE, are to be notified of this vote.

CONTRACTS

Board VOTED unanimously to sign Group Insurance Advisory Contract with EBS Foran (re health insurance) in the amount of \$4,400 (annual fee).

SCHEDULED MEETINGS

7:35 p.m. to 7:38 p.m. NET/Mass. Electric pole hearing re Gilmore Road. Requested permission to place new Pole 12 ½ at a point approximately 1,677 feet easterly of the cornerline of **Parkerville Road**: 1 new J.O. Pole; 2 existing J.O. Poles to remain. Ms. Janil Jacobs, representing Bell Atlantic (formerly NET) was present. No abutters appeared for or against this petition. Therefore, the Board VOTED unanimously to approve said petition as submitted.

OTHER BUSINESS TRANSACTED

Board discussed various issues:

- Donated monies
- Board tabled creation of (ad hoc) Airplane Runway Committee
- Airplane zoning by-law
- Ad hoc Sign Committee to be created...
 - Selectmen's representative
 - Planning Board representative
 - Business representative
 - 2 citizens
 - (4 citizens have expressed their interest:
 - John E. Grieco, 13 Stockwell Lane
 - Michelle Boylan, 15 Stockwell Lane
 - Sara M. Carter, 11 Carolyn Terrace
 - Laurie Levy, 20 Ted Lane)
 - Town Planner (ex-officio)
 - Building Inspector (ex-officio)

A letter is to go to the 4 citizens stating that if they are genuinely interested in serving on proposed Sign Committee they should submit a letter to the Selectmen stating their interest.

- Town Meeting – limit presentation to 10 minutes except with consent of Town Meeting
- Quorum – to speed up starting of Town Meetings

- Earlier property taxes – get opinion from Principal Assessor Arthur Holmes
- Scheduling of assessing property
- Fees (are significantly below surrounding towns) i.e. Building Inspector. Fees should be based on cost.
- Cemetery expansion – an update is needed from the committee
- Waller property has to be assigned to the schools
- Recycling – Should BFI contract re recycling be mandatory. The committee is meeting to review the form sent out to everybody to set up a PR statement and to look at BFI contract regarding recycling pickup of whole town and the Recycling Center. That is scheduled to open sometime this fall. John is hoping to have an open house on Heritage Day in October.
- Open House for DPW Garage should be planned for this fall, i.e. Heritage Day, even if Recycling Center is not ready.
- Annual Report Dedication – Board of Health Dr. Timothy Stone (37 years of service) and Phil Mauch (47 years of service).
- Southville Road house, disposition of house/property. Habitat was interested but the deed is not clear.
- Fire Department staffing
- MBTA – getting the project going again and try to get a Memorandum of Understanding. The holdup is ADA. Rep. Gardner is in favor of a waiver.
- Park facility – look into creating one either on the south or west side of town. Perhaps the Recreation Facilities Committee would look at this issue. Fay Field on Central Street is not the most convenient field re parking as it is a very busy street.
- Need to meet with Personnel Board regarding creating Assistant Town Administrator position. Long range planning for this position.
- DAC suggested quarterly meetings between heads of departments and boards (elected officials, i.e. Board of Health, Planning Board, Advisory, Conservation, ZBA), to keep everyone informed as to what is happening. Selectmen could attend various meetings of appointed committees or ask a representative to come to the Selectmen's meeting with an update. Show appreciation to volunteers on committees.
- Grants are available – perhaps there should be a Grants Committee to research and help write grants. Look for specialists in that area.
- Garden Club – Boston Road and Framingham Road triangle
- Parking – Town House/church lot
- Mail dropbox location for Town House (to pay bills, etc.) eliminating need to park.
- Mail dropbox location for Townspeople. Somewhere on Main Street perhaps.
- Easement with St. Mark's.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 98):

263	22,128.24	5/19/98	FEDERAL TAX
264	64,832.73	5/20/98	TOWN PAYROLL
265	2,520.00	5/22/98	SCHOOL BLDG. PROJ.
266	<u>17,647.38</u>	5/22/98	TOWN PAYABLES
TOTAL	107,128.35		
267	57,596.88	5/29/98	SCHOOL PAYABLES
268	947,086.89	5/29/98	SCHOOL BLDG. PROJ.
269	549,251.51	5/29/98	TOWN PAYABLES
270	125,449.33	5/26/98	FEDERAL TAX
271	82,776.04	5/27/98	TOWN PAYROLL
272	7,485.42	5/27/98	MONTHLY TOWN PAYROLL
273	<u>205,439.78</u>	5/29/98	SCHOOL PAYROLL
TOTAL	<u>1,975,085.85</u>		

10:00 p.m. Meeting adjourned.

Marjorie R. Putnam

Marjorie R. Putnam

Assistant to Town Administrator

[S:\selmin\98mtgs\May 26]

Approved by Selectmen July 14, 1998

**MINUTES OF MEETING
BOARD OF SELECTMEN
AND
MASSACHUSETTS AERONAUTICS COMMISSION**

Thursday, May 28, 1998

Present: Selectman David Parry, Selectman David Coombs, State Rep. Barbara Gardner, Arthur Lambert, Aide to Senator Robert Durand, Whip Saltmarsh, Chairman, MAC, Steve Muench, Executive Director, MAC, Janice Conlin, Town Administrator, Wayne Thies, Town Planner, Peter Johnson, Building Inspector, Fred Busconi, Town Counsel, Jack Kelly, Mary Westland, Peter Kallander, Phil Beals, John Garabedian, Dick Seder, Jennifer Fenn.

SCHEDULED MEETINGS

3:00 pm. Meeting convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

State Representative Barbara Gardner stated that she had requested the meeting, to open a dialog between the Massachusetts Aeronautics Commission (MAC) and the Southborough Board of Selectmen. MAC has expressed concern that the Town's 1997 zoning bylaw amendment, is overly restrictive of existing airports in the Town. The Town is trying to determine if and how the bylaw could be amended or augmented to satisfy both MAC and Town Meeting.

Selectman David Parry stated the Town's purpose in writing the bylaw amendment was to establish a well understood, clear procedure for handling airports under zoning. The Town is happy for existing airports to continue in their current state, but wants control over expansion of existing airports and the establishment of new airports.

Selectman Parry distributed a synopsis entitled "Talking Points for Meeting of Board of Selectmen, Town of Southborough, with Mass. Aeronautics Commission (MAC)" (attached) summarizing the Town's efforts to work with MAC while drafting the bylaw amendment, the Town's understanding of MAC's jurisdiction over zoning bylaws, and clarification of the status of existing airports under pre- and post-1997 zoning bylaws, showing that the bylaw amendment does not create additional hurdles to continued operations at the Garabedian and Kallander airports.

Selectman Parry requested that MAC provide references to other town zoning bylaws that MAC has approved or disapproved, along with criteria used during such reviews. He reiterated the Selectmen's responsibility to uphold Town Meeting's vote, and that if

MAC disapproved the 1997 bylaw amendment the decision would likely be appealed to the courts.

John Garabedian disputed some facts in the handout. He claimed that fill brought to his property *originally* had nothing to do with his runway or hangar expansion plans. He also asserted that the 1997 bylaw amendment would require he obtain a *variance* rather than a special permit to expand his airport.

However, discussion later in the meeting clarified the fact that (assuming this airport was a legal land use *before* the 1997 bylaw amendment, which is now in dispute and is the subject of lawsuits by abutters), Garabedian's airport would subsequently gain the status of a "legal non-conforming use" which under state law is permitted to continue "as is" indefinitely, and requires a *special permit* for expansion or alteration. As an accessory use of residential property, Garabedian's airport *must* still (pre- or post-1997 bylaw) conform to the definition of accessory: "A building, structure or use customarily incidental and subordinate to the principal permitted use of building or land, located on the same lot as the principal permitted building or use, and not prohibited by this chapter."

Peter Kallander, airport owner, also disputed some facts in the handout. He claimed that his airport is a legal, by-right, principal use under Conservation District. Parry responded that Southborough's Zoning Enforcement Officer, Peter Johnson, has already reviewed the Southborough Zoning Use Regulations under Conservation District, and has determined that an airport is *not* a conservation use of land. Therefore, Kallander's airport is not a permitted *principal* use, and because it is not on the same lot as the residence (the permitted principal use), it also does not conform to the definition of *accessory* use.

Whip Saltmarsh, Chairman of MAC reported on an inspection of the five existing private restricted landing areas (PRLAs) in Southborough, made the morning of this meeting:

- 1) Denson Satterfield, 20 Turnpike Road: runway paved but unusable due to obstructions (trees), and MAC will require situation be rectified before this airport can be used again.

- 2) Don Satterfield, 31 Sears Road: heliport, grass, helicopter does not appear to be hangared at this site, well maintained.

- 3) Phil Beals, 2 Chestnut Hill Road: grass, fresh-mowed, well maintained.

- 4) John Garabedian, 24 Fairview Drive: paved, well maintained, aircraft stored outdoors as well as in hangar, noted new residential development close to runway.

- 5) Peter Kallander, 14 Meadow Lane: grass, short runway up and along the top of a hill, questioned suitability for landing a plane. Saltmarsh noted Kallander's plans to add 20 homes with access to the runway, saying that this would no longer be considered a PRLA by MAC but would probably have to requalify as an "airport," a classification with entirely different criteria, restrictions, etc.

Whip Saltmarsh made a general observation that there doesn't appear to be room for a great deal of expansion for existing airports due to their proximity to homes. He and MAC are also sensitive to local issues such as land use planning, but their responsibility is to assure that existing airports can remain operational.

Mary Westland, member of Airport Runway Committee, spoke of the Committee's charge by the Selectmen. The Committee's wish was to codify the common sense position that five airports in a town as small as Southborough is enough, and to assure that any future expansion of existing airports (which might be proposed) should be discussed in a public forum as part of the permitting process, under Southborough zoning.

Steve Muench, Executive Director, MAC, rebutted Parry's statements of the history of the Committee's work, claiming that it would have been improper and a conflict of interest for MAC to have assisted the Town in any way in the drafting of the 1997 bylaw amendment. MAC claims jurisdiction over this bylaw amendment because of its effect on potential expansion of existing PRLAs.

Steve Muench stated that MAC wants a list of criteria for the special permitting process that an airport owner can use as reasonable assurance (though not a guarantee) that a special permit could be obtained for airport expansion.

Peter Johnson, Southborough Building Inspector and Zoning Enforcement Officer, stated that state and town special permit requirements have already been forwarded to MAC, at their request, but Saltmarsh responded that these guidelines are too broad and general, not specific to aeronautics.

Jack Kelly, Chairman of Airport Runway Committee, noted the Committee *did* consider including guidelines for special permits in the bylaw amendment, but decided it was an impossible task as we could never anticipate all possible future changes. The Committee was very concerned and careful with the issue of jurisdiction, understanding that the Town has jurisdiction over land use planning, and MAC over airport operations, safety issues, etc., so the bylaw was worded to deal *only* with land use.

Dick Seder, airport abutter, stated his understanding of Town Meeting's intent with approval of the bylaw amendment: that no new airports were wanted, no expansion of current airports in terms of additional aircraft was wanted, but that safety improvements and repairs mandated by MAC and FAA would be acceptable to the Town.

Selectman David Coombs reiterated that the Town is willing and anxious to work with MAC, and has asked repeatedly for guidance and assistance from MAC in researching and drafting the bylaw amendment, acknowledging that the Town does not have MAC's expertise in aeronautics. MAC assistance is vital for the Town to successfully develop the requested special permit guidelines.

Rep. Barbara Gardner observed that the Town needs assistance from the experts at MAC to develop the special permitting guidelines requested by MAC.

Arthur Lambert, aide to Senator Bob Durand, asked MAC for a commitment to work with the Town to develop the guidelines that would make the 1997 bylaw amendment acceptable to MAC.

Walt Saltmarsh agreed to work with the Town to develop special permit criteria. Saltmarsh stated that providing the Town with the requested references to previously approved and/or disapproved town bylaws would not be useful as the current Commission would not hold to any precedents set in approving these bylaws, and would not be able to provide a list of criteria used in the process.

Selectman Parry reiterated the Town's request for a list of MAC approved and/or disapproved bylaw references as well as the criteria used by MAC in the process. In the meantime, the Board of Selectmen will reestablish the Airport Runway Committee so they can reopen meetings and work with MAC to develop the requested special permit guidelines

4:00 pm. Meeting was adjourned.

A handwritten signature in black ink, appearing to read "Mary Jane Westland". The signature is fluid and cursive, with a large, stylized "M" and "J".

Mary Jane Westland
Member of Airplane Runway Committee

[Approved by Selectmen on June 30, 1998]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, June 2, 1998

7:15 p.m. to 7:45 p.m. Board of Selectmen was in executive session (to discuss union contracts) in Conference Room A.]

7:45 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

SCHEDULED MEETINGS

7:45 p.m. to 7:55 p.m. Hearing was held re transfer of Restaurant/Wine and Malt Beverages License and stock from Southboro House of Pizza, Inc., Costa A. Baltas, Manager, 162 Cordaville road, Suite 140, to Station II Pizzeria & Grill, Inc., Costa A. Baltas, Manager, 162 Cordaville Road, Suite 140. Present were applicant Costa A. Baltas and his attorney Richard J. DeAngelis. Mr. DeAngelis said that the original Southboro House of Pizza, Christos A. Baltas, Manager, located at 5 Main Street, is run by the Baltas family and remains in business. Joanne A. Baltas is the sole owner of that establishment. The Station II Pizzeria & Grill, Inc. is shared equally by Christos A. Baltas, Costa A. Baltas and Joanne A. Baltas. There are no changes from the original license granted by the Selectmen and the ABCC in December 1997. The Selectmen VOTED unanimously to approve said transfer as presented. [This vote was conditional upon the receipt of Form 997 – Petition for License Transaction – signed by the applicant. This Form was handed to Ms. Putnam at the end of Selectmen's meeting.]

8:00 p.m. to 8:45 p.m. Meeting with Kevin Moran, Chairman of Road Safety Committee (ad hoc) and members Peter Park and Harold Kiess. Discussion was on "Memorandum to Board of Selectmen – Synopsis of 1997/98 Annual Report" presented to the Selectmen.

Sidewalks were discussed re new new Town Center mall at 162 Cordaville Road. Three of the sidewalks are handicap accessible, one is not and needs to be resolved. ATM 1998 Article 34 (repair and/or replace sidewalk on the south side of Main Street) needs to be followed to completion. Developers need to finish their proposed sidewalks

Road signage needs to be improved. The 10/23/97 list of needed STOP signs has not been completed. There are still some signs to be installed.

Road information signs still have not been installed (“Welcome to Southborough....”) Captain John Mauro is working on the graphic design.

Intersection of Mt. Vickery Road and Cordaville Road – need for crosswalks and traffic lights.

Safe pedestrian access between downtown and Fayville area. – committee is starting to address again this issue.

It was agreed that the Selectmen, the Road Safety Committee and DPW John Boland will meet on July 14 at 7:35 p.m. to discuss how to resolve various issues raised in said Memorandum.

AD HOC COMMITTEES DISSOLVED

Board VOTED unanimously to dissolve the following ad hoc committees:

- Computer Purchase Committee
- Designer Selection Committee For Public Works Facilities

APPOINTMENTS

Annual Appointments - All Terms Expire on June 30 of Year

The following appointments were unanimously voted by the Board of Selectmen:

		<u>Term Expires</u>
<u>TOWN ADMINISTRATOR</u> – 3 years		
Janice C. Conlin	20 Pinecone Lane	2001
<u>AIDS' ACTION COMMITTEE</u> (ad hoc) - 1 year		
Judith R. Christensen	17 Granuaile Road	1999
Pamela A. Aronson	6 High Ridge Road	1999
Janet B. DeWolf	12 Latisquama Road	1999
Carol R. Sacks	144 Marlboro Rd., P. O. Box 3063	1999
Linda R. Petry	4 General Henry Knox Road	1999
<u>AMERICANS WITH DISABILITIES ACT (ADA)</u> - 1 year		
Coordinator:		
Janice C. Conlin	20 Pinecone Lane	1999
<u>AMERICANS WITH DISABILITIES ACT COMMITTEE</u> (ad hoc) - 1 year		
Janice C. Conlin	20 Pinecone Lane	1999
Peter C. Johnson (Bldg. Insp.)	37 Minuteman Rd., Acton 01720	1999
Frederick M. Scott IV	37 Presidential Drive	1999

AMERICANS WITH DISABILITIES ACT COMMITTEE (ad hoc) (cont.)

Betty Soderholm	3 Crestview Drive	1999
Karen K. Challen	29 Oak Hill Road, Fayville 01745	1999

ANIMAL CONTROL OFFICER - 1 year

Charles F. Hamel	224 Boston Road	1999
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BOARD OF APPEALS - 5 years

Peter C. Norden	6 Wentworth Drive	2003
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BOARD OF APPEALS ALTERNATES - 1 year

James W. Falconi	34 Oregon Road	1999
Frederick M. Scott IV	37 Presidential Drive	1999

BUILDING DEPARTMENT - 1 year

Wiring Inspector:

James A. McCaw	6 Stub Toe Lane	1999
Assistant Wiring Inspectors		
Richard G. Trudel	16 Teresa Rd., Hopkinton 01748	1999
James J. Colleary	51 Central Street, Fayville 01745	1999

CABLE TELEVISION COMMITTEE (ad hoc) – 1 year

Russell B. Millholland	35 Woodbury Road	1999
Kathleen Osol	41 Valley Road	1999
Derya H. Cansever	1 Presidential Drive	1999
Teresa Nicole Mauro	8 Upland Road	1999

CIVIL DEFENSE DEPT. OPERATIONAL STAFF - 1 year

Director and Chief of Fire Service:

Peter F. Phaneuf	179 Middle Road	1999
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Deputy Director & Chief of Police Service:

William J. Colleary, Jr.	91 Southville Road	1999
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Communications Staff Technicians:

Susan Chorey	15 Red Gate Lane	1999
Charles E. Wood	144 Marlboro Road	1999
Anthony F. Alessi	242 Boundry Street, Northborough 01532	1999
Michael A. Manzelli	65 Richards Road	1999

Hazardous Material Staff:

Joseph C. Mauro	19 Lamplighter Drive, Shrewsbury 01545	1999
James Peltier	57 Greenwood Street, Marlborough 01752	1999

Emergency Medical Coordinator:

John L. Kendall, Jr.	5 Cottage Street	1999
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Transportation Officer:

Michael G. Gulbankian	40 Mt. Vickery Road	1999
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CIVIL DEFENSE DEPT. OPERATIONAL STAFF (continued)

Chief, Water Service:

Donald A. Buzzell 179 Woodland Road 1999

Legal Officer:

Frederick A. Busconi 92 Framingham Road 1999

Operations Staff:

John Mauro, Sr. 35 Boston Road 1999

Kevin R. Moran 91 Mt. Vickery Road 1999

James J. Colleary 51 Central Street 1999

Operations Staff

George A. Hubley, Jr. 210 Southville Road 1999

David J. Dockstader 260 Parkerville Road 1999

John D. Mauro, Jr. 3 Memorial Drive, Northborough 01532 1999

Inspector of Buildings:

Peter C. Johnson 37 Minuteman Road, Acton 01720 1999

CONSERVATION COMMISSION - 3 years

Edgar A. Phaneuf, Jr. 171 Middle Road 2001

Charles J. Katuska 4 Upland Road 2001

CONSERVATION COMMISSION - 1 year (Associate)

Catherine D. Alsterlund 82 Middle Road 1999

CONSTABLE – 1 year

Paul C. Mitchell 27 Cottage Street, Westborough 01581 1999

COUNCIL ON AGING - 3 years

Mary Anne Cole 48 Oregon Road 2001

Lena A. Carloni 82 Newton Street 2001

John L. Steacie 10 Garrison Lane 2001

LOCAL EMERGENCY PLANNING COMMITTEE (SARA TITLE III) (ad hoc) - 1 year

FIRE DEPARTMENT:

Fire Captain John D. Mauro, Jr. 3 Memorial Drive, Northborough 01532 1999

POLICE DEPARTMENT:

Police Chief William J. Colleary, Jr. 91 Southville Road 1999

CIVIL DEFENSE DEPARTMENT:

Captain John D. Mauro, Jr. 3 Memorial Drive, Northborough 01532 1999

DEPARTMENT OF PUBLIC WORKS:

Superintendent John W. Boland, Jr. 12 Richards Road 1999

LOCAL EMERGENCY PLANNING COMMITTEE (SARA TITLE III) (ad hoc) (cont.)

WATER DIVISION REPRESENTATIVE:

Donald A. Buzzell	179 Woodland Road	1999
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HEALTH DEPARTMENT REPRESENTATIVE

Paul C. Pisinski	44 Warren Street, Boylston 01505	1999
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LOCAL BUSINESS COMMUNITY REPRESENTATIVE:

Richard B. Crowley	5 Kathleen Dr., Franklin 02038	1999
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CONSERVATION COMMISSION REPRESENTATIVE:

Richard V. Upjohn	65 Deerfoot Road	1999
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PUBLIC INFORMATION REPRESENTATIVE:

Margaret Head Meehan	10 Andrews Way	1999
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BOARD OF SELECTMEN REPRESENTATIVE:

William J. Christensen	17 Granuaile Road	1999
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HAZARDOUS MATERIAL STAFF:

Joseph C. Mauro	19 Lamplighter Drive, Shrewsbury 01545	1999
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James Peltier	57 Greenwood Street, Marlborough 01752	1999
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ENERGY CONSERVATION MANAGER - 1 year

Peter C. Johnson	37 Minuteman Rd., Acton 01720	1999
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FAYVILLE VILLAGE HALL COMMITTEE - 1 year

Caesar J. Ghiringhelli	26 Central Street, 01745	1999
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Denson L. Satterfield, Jr.	20 Turnpike Road, P. O. Box Q, Fayville 01745	1999
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James J. Colleary	51 Central St., Fayville 01745	1999
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FENCE VIEWERS - 1 year

Marc Ross	14 Fairview Drive	1999
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FIELD DRIVERS - 1 year

Richard E. Falconi	14 Newton Street	1999
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Robert C. Lagasse	10 Powdermill Lane	1999
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FINANCIAL IMPACT COMMITTEE (ad hoc) – 1 year

Kolleen Rask	55 Pine Hill Road	1999
John B. Butler, Jr.	4 Davis Road	1999
Arthur K. Holmes (Assessors)	73 Oak Hill Road, Fayville 01745	1999
Wayne Thies (Town Planner)	42 Latisquama Road	1999
Janice C. Conlin (Bd. of Selectmen)	20 Pinecone Lane	1999
Roger W. Challen (Advisory Com.)	29 Oak Hill Road, Fayville 01745	1999
Thomas W. Burns (Cap. Budget Com.)	5 Blackthorn Drive	1999

FINANCIAL PLANNING COMMITTEE (ad hoc) – 1 year

Robert E. Melican	106 Barry Rd. Ext., Worcester 01609	1999
M. Jeanne Sholl	188 Southville Road	1999
Thomas W. Burns	5 Blackthorn Drive	1999
Janice C. Conlin	20 Pinecone Lane	1999
Mary B. Guilford	39 East Main Street	1999
Dorothy M. Phaneuf	171 Middle Road	1999
Arthur K. Holmes	73 Oak Hill Road, Fayville 01745	1999

FIRE WARDEN - 1 year

Peter F. Phaneuf	179 Middle Road	1999
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GRANT COORDINATOR – 1 year

Dorothy M. Phaneuf	171 Middle Road	1999
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HERITAGE DAY COMMITTEE (ad hoc) - 1 year

David K. Falconi	28 Woodbury Road	1999
Cathy Lee Gerson	254 Parkerville Road	1999
Brian J. Donovan	12 Carolyn Terrace	1999
Janet M. Maney	21 Skylar Drive	1999
Jill W. O'Connor	13 Overlook Drive	1999
Harlow Clark	12 Flagg Road	1999
Carol McGowan	14 Liberty Drive	1999

HISTORICAL COMMISSION - 3 years

Donald M. Leavitt	24 Main Street	2001
Carol A. Gay	25 Jericho Hill Road	2001
Michael D. Weishan	189 Cordaville Road	2001

INSECT PEST CONTROL - 1 year

Brian C. Mauro	2 Foley Drive	1999
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MBTA STUDY COMMITTEE - 1 year

Kathleen B. Bartolini	8 View Hill Road	1999
Patricia Murphy Capone	21 Richards Road	1999
Mark W. Davis	13 Skylar Drive	1999
Timothy B. Stephens	262 Parkerville Road	1999
Dale E. Veeneman	269 Cordaville Road	1999
Martha Kay Carter	2 Adams Circle	1999
Selectmen Representative:	William J. Christensen, 17 Granuaile Road	1999
Planning Board Representative:	Richard E. Johnson, 11 Johnson Road	1999
Southborough Roads Safety Com. Rep:	Harold O. Kiess, 6 Mt. Vickery Road	1999

METROPOLITAN AREA PLANNING COUNCIL – 3 years

Charles E. Gaffney	211 Middle Road	2001
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METROWEST GROWTH MANAGEMENT COMMITTEE - 1 year

Selectmen Representative:	William J. Christensen, 17 Granuaile Road	1999
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MUNICIPAL COORDINATOR (Right-To-Know Law) - 1 year

Joseph C. Mauro	19 Lamplighter Drive, Shrewsbury, MA 01545	1999
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MUNICIPAL BUILDING PLANNING COMMITTEE - 1 year

Thomas J. McCarthy	13 Latisquama Rd., P. O. Box 168	1999
Mary H. White	6 Middle Road, P. O. Box 189	1999
Jack Barron	11 Sadie Hutt Lane	1999
Robert E. Koziel	One Chestnut Hill Road	1999
Charles Gadbois (rep. School Committee)	4 Andrews Way	1999

MWRA WORKING GROUP (ad hoc) - 1 year

Janice E. Conlin (Bd. of Selectmen)	20 Pinecone Lane	1999
Charles E. Gaffney (Plan. Bd.)	211 Middle Road	1999
Edgar A. Phaneuf, Jr. (Conservation)	171 Middle Road	1999
Peter F. Phaneuf (Fire Chief)	179 Middle Road	1999
John W. Boland, Jr. (DPW Supt.)	12 Richards Road	1999
Donald C. Morris (Planning Board)	45 Deerfoot Road	1999
Walter E. Mattson (Plan. Bd. Alt.)	46 Flagg Road	1999
Howard H. Stevenson	39 Sears Road, P. O. Box 277	1999
Stephen I. Levine	9 Valley Road	1999
Richard H. Seder	11 Valley Road	1999
Michael A. Form	47 Valley Road	1999
Frederick M. Scott IV	37 Presidential Drive	1999
Clark W. Lefavour	40 Bigelow Road	1999
William J. Colleary, Jr.	91 Southville Road	1999

OPEN SPACE PRESERVATION COMMISSION - 5 years

Alan E. S. Jones	11 Atwood Street	2003
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PARKERVILLE ROAD LANDFILL COMMITTEE (ad hoc) - 1 year

John W. Boland, Jr. (DPW Supt.)	12 Richards Road	1999
Janice C. Conlin (Town Administrator)	20 Pinecone Lane	1999
Philip G. Mauch (Chairman, Bd. of Health)	46 Framingham Road	1999
Paul C. Pisinski (Health Agent)	44 Warren Street, Boylston 01505	1999
Norman G. Nelhuebel	19 Parkerville Road	1999
David W. Parry (rep. Bd. of Sel.)	22 Main Street	1999
Linda R. Petry	4 General Henry Knox Rd.	1999

PARKERVILLE ROAD LANDFILL COMMITTEE (cont.)

Joseph B. Kacevich, Jr.	24 Sadie Hutt Lane	1999
Charles J. Katuska	4 Upland Road	1999
David H. Davidson (ex-officio)	19 Skylar Drive	1999

POUND KEEPER - 1 year

Charles F. Hamel	224 Boston Road	1999
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PROCUREMENT OFFICER, CHIEF - 1 year

Janice C. Conlin	20 Pinecone Lane	1999
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PUBLIC WEIGHERS & WEIGHERS OF COAL - 1 year

[For The Brown Van & Storage Co., 35 Turnpike Rd., P. O. Box N, Fayville 01745]

Charles L. Hunt (Pres., Brown Van)	1129 Autumn Creek Circle, Westerville, OH 43081	1999
Doris Butler	24-2 Wilson St., Marlborough 01752	1999
William Dastou, Sr.	9 Rhodora Street, Lowell, MA 01852	1999
William Dastou, Jr.	9 Rhodora Street, Lowell, MA 01852	1999
Mark Marowski	469 Boston Turnpike, Shrewsbury, MA 01545	1999
Robin Pilato	25 Boynton Street, Lowell, MA 01851	1999

PUBLIC WORKS FOR THE TOWN OF SOUTHBOROUGH

Assistant Superintendent of Public Works - 1 year

Donald A. Buzzell	179 Woodland Road	1999
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RECREATION COMMISSION - 3 years

Elizabeth Henry Veeneman	269 Cordaville Road	2001
John G. Palfrey, Jr.	3 Cordaville Road	2001

RECREATION FACILITIES COMMITTEE (ad hoc) - 1 year

Michael J. Sheridan	1 Wolfpen Lane	1999
Joseph B. Kacevich, Jr.	24 Sadie Hutt Lane	1999
Lawrence Grant Little	19A Middle Road	1999
Jack K. Merrill, Jr.	14 Wood Street	1999
Janice C. Conlin	20 Pinecone Lane	1999

RECREATION FACILITIES COMMITTEE (ad hoc) (cont.)

Patricia A. Richardson	28 Deerfoot Road	1999
Gerard T. Burke	185 Middle Road	1999
Timothy W. Kemper	41 Oak Hill Road	1999
Daniel A. Daluise	11 Skylar Drive	1999

RECYCLING COMMITTEE (ad hoc) - 1 year

Jane A. Smith	49 Deerfoot Road	1999
Paul K. Vaillette	11 Gilmore Road	1999
Jill H. Nagle	12 Ashley Road	1999
Michael B. Hazeltine	8 Cherry Street	1999
Ann D. Schonholz	21 General Henry Knox Road	1999
Anthony E. D'Andrea	77 Pine Hill Road	1999

ROADS SAFETY COMMITTEE (ad hoc) - 1 year

Kevin R. Moran	91 Mt. Vickery Road	1999
Harold O. Kiess	6 Mt. Vickery Road	1999
George A. Hubley, Jr.	210 Southville Road	1999
Cathy Lee Gerson	254 Parkerville Road	1999
Peter S. Park	92 Newton Street	1999
Francine T. Schiebe	24 Clifford Street	1999
John J. Sullivan	One Devine Lane	1999

SHOPC (ad hoc) - 1 year

Selectmen representative:

David A. Coombs	61 Deerfoot Road	1999
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Planning Board representative:

Charles E. Gaffney	211 Middle Road	1999
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Housing Authority representative:

Robert P. Jachowicz	7 Prentiss Street	1999
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Private citizens:

Elizabeth A. Meyer	18 High Street	1999
Robert H. Titus	27 Atwood Street	1999
Cathy Lee Gerson	254 Parkerville Road	1999

SCHOLARSHIP ADVISORY COMMITTEE - 3 years

Janice C. Conlin (Town Admin.)	20 Pinecone Lane	2001
Jane A. Smith	49 Deerfoot Road	2001

TOWN ACCOUNTANT – 3 years

Dorothy M. Phaneuf	171 Middle Road	2001
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TOWN CEMETERY STUDY COMMITTEE - 1 year

Cornelius A. Ferris	17 Parkerville Road	1999
Robert B. Bezokas	12 Maple Street	1999
Thirburs F. Millott, Jr.	20 Boston Road	1999
Robert H. Marsh	1 Red Gate Lane	1999

TOWN COUNSEL AND SPECIAL MUNICIPAL EMPLOYEE - 1 year

Frederick A. Busconi	92 Framingham Road	1999
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SPECIAL COUNSELS AND SPECIAL MUNICIPAL EMPLOYEES – 1 year

Demitrios M. Moschos	100 Front St., Worcester 01608	1999
Peter J. Dawson	100 Front St., Worcester 01608	1999

TRAFFIC STUDY COMMITTEE (ad hoc) - 1 year

David W. Parry (rep. Selectmen)	22 Main Street	1999
Frank A. Fazio (rep. Finn Sch. Safety Committee)	5 Leonard Drive	1999
Charles E. Gaffney (rep. Planning Board)	211 Middle Road	1999
Linda C. Hubley	210 Southville Road	1999
Joseph E. Green	2 John Matthews Road	1999
Amy S. Coombs	61 Deerfoot Road	1999
Cathy Lee Gerson	254 Parkerville Road	1999
John W. Boland, Jr. (ex-officio)	12 Richards Road	1999
Wayne Thies	42 Latisquama Road	1999

TREE WARDEN - 1 year

Brian C. Mauro	2 Foley Drive	1999
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TRUST FUND ADVISORY COMMITTEE (ad hoc) - 1 year

John B. Butler, Jr.	4 Davis Road	1999
Paul R. Maffei	23 Overlook Drive	1999

UTILITIES DEREGULATION COMMITTEE (ad hoc) 1 year

Jonathan L. Feinstein	38 Constitution Drive	1999
Lincoln Lynch	Director of School Business Services Algonquin Regional High School 79 Bartlett Street, Northborough 01532	1999
Bert Lannon	Business Manager New England Center For Children 33 Turnpike Road	1999
Andy Rodenhiser	155 Boston Road Rep. Southborough Business Association	1999
Janice C. Conlin	20 Pinecone Lane	1999
Philip A. Jenks	5 Latisquama Road	1999

VETERANS' AGENT AND BURIAL AGENT - 1 year

Irene Burkis Tibert	138 Woodland Road	1999
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WORKPLACE SAFETY COMMITTEE (ad hoc) - 1 year

Janice C. Conlin	20 Pinecone Lane	1999
William J. Colleary, Jr.	91 Southville Road	1999
John W. Boland, Jr.	12 Richards Road	1999
Peter F. Phaneuf	179 Middle Road	1999
Mary B. Guilford	39 East Main Street	1999
Paul C. Pisinski	44 Warren Street, Boylston 01505	1999
Peter C. Johnson (ex-officio)	37 Minuteman Rd., Acton 01720	1999

YOUTH COMMISSION - 3 years

Martin R. Luloff	1 Foley Drive	2001
Robert Basow	17 Ledge Hill Road	2001
Arlene E. Hartwell	8 Summit Road	2001
Stephen A. Morreale	23 Rockpoint Road	1999

(to fill vacancy of Ann G. Dockstader)

Annual POLICE DEPT. Appointments - terms expire June 30 of year

The following Police Department appointments were voted unanimously by the Board of Selectmen:

Term
Expires

POLICE CHIEF – 3 years

William J. Colleary, Jr.	2001
91 Southville Road	

CONSTABLE - 1 year

William J. Colleary, Jr.	1999
91 Southville Road, Southborough, Ma 01772	

JAIL KEEPER - 1 year

William J. Colleary, Jr.	1999
91 Southville Road, Southborough, MA 01772	

ADMINISTRATIVE ASSISTANT TO CHIEF OF POLICE - 1 year

Richard L. Mattioli	1999
34 Ideal Road, Worcester, MA 01604	

COMMUNICATIONS OFFICERS (full time) - 1 year

Joseph E. Bennett, Jr. 1999
12 Leonard Drive, Southborough, MA 01772

John L. Hubley 1999
152 Whiting Road, Sutton, MA 01590

Dale J. Sawvelle, Sr. 1999
370 Bolton Street, Marlboro, MA 01752

DISPATCHERS (part time) - 1 year

Scott VanRaalten
61 Christian Hill Road, Upton, MA 01568 1999

Brandon K. Edwards
112 Marlborough Road, Southborough 1999

Jocelyn A. Gregory
19 Brook Lane, Southborough 1999

RESERVE OFFICERS - 1 year

Theodore Pietrasiak 1999
12 Cherry Street, Fayville, MA 01745

Ronald G. Mattioli 1999
135 Parkerville Road, Southborough, MA 01772

Richard L. Mattioli 1999
34 Ideal Road, Worcester, MA 01604

Joseph E. Bennett, Jr. 1999
12 Leonard Drive, Southborough, MA 01772

Reserve Officers (continued)

Martin S. Laughlin 1999
16 Cherry Street, Southborough, MA 01772

Paul P. Connors 1999
36 Summer Street, Apt. #6, Westborough, MA 01581

Brandon K. Edwards 1999
112 Marlborough Road, Southborough, MA 01772

SPECIAL OFFICERS - 1 year

Paul R. Nelson 133 Southville Road, Southborough, MA 01772	1999
Craig A. Moran 70 E. Main Street, Hopkinton, MA 01748	1999
Michael P. Aspesi 3 MacNeill Drive, Southborough, MA 01772	1999
Edgar A. Phaneuf, Jr. 171 Middle Road, Southborough, MA 01772	1999
John W. Boland, Jr. 12 Richards Road, Southborough, MA 01772	1999
Calvin J. Mauro 25 Park Street, Southborough, MA 01772	1999
George R. Boothby 7 Cherry Street, Fayville, MA 01745	1999
Peter F. Phaneuf 179 Middle Road, Southborough, MA 01772	1999
John L. Hubley 152 Whiting Road, Sutton, MA 01590	1999
David J. Dockstader 260 Parkerville Road, Southborough, MA 01772	1999
John D. Mauro, Jr. 3 Memorial Drive, Northborough, MA 01532	1999
James J. Colleary 51 Central Street, Fayville, MA 01745	1999
Frank J. Mattioli 40 E. Main Street, Southborough, MA 01772	1999
Kevin J. Kenney 32 Briarwood Road, Framingham, MA 01701	1999
James A. McCaw 6 Stub Toe Lane, Southborough, MA 01772	1999

SPECIAL OFFICERS (continued)

Charles R. O'Connell 1999
191 Main Street, Southborough, MA 01772

John L. Kendall, Jr. 1999
5 Cottage Street, Southborough, MA 01772

David Maida 1999
37 Hosmer Street, Apt. 2, Marlborough 01752

Robert W. Clewes 1999
9 White Bagley Road, Southborough, MA 01772

Dale J. Sawvelle, Sr. 1999
370 Bolton Street, Marlboro, MA 01752

Frederick P. Mabardy 1999
32 Deerfoot Road, Southborough, MA 01772

Scott Van Raalten 1999
61 Christian Hill Road, Upton, MA 01568

Joselyn A. Gregory 1999
19 Brook Lane, Southborough, MA 01772

DEPARTMENT ARMORER - 1 year

Frederick P. Mabardy 1999
32 Deerfoot Road, Southborough, MA 01772

CHAPLAINS - 1 year

Rev. Thirburs F. Millott 1999
20 Boston Road, Southborough, MA 01772

OTHER APPOINTMENTS

Southborough Cultural Arts Council

Board VOTED unanimously to appoint Jill H. Nagle, 12 Ashley Road, her term to expire June 2, 2000.

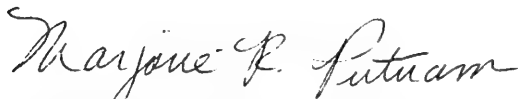
OTHER BUSINESS TRANSACTED

As recommended by Town Clerk Paul J. Berry, Board VOTED unanimously that Gina Mingace be reimbursed in the amount of \$482 for a psychology course at Framingham State College.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 98):

274	23,867.20	6/02/98	FEDERAL TAX
275	68,206.20	6/03/98	TOWN PAYROLL
276	2,536.12	6/05/98	BELL ATLANTIC/M.C.I.
277	120,267.28	6/05/98	TOWN PAYABLES
278	2,520.00	6/05/98	SCHOOL BLDG. PROJECT
279	17,738.77	6/05/98	SCHOOL PAYABLES
280	6,712.61	6/05/98	SCHOOL CAFETERIA
281	<u>3,488.40</u>	6/05/98	FY97 SCHOOL ENCUMB.
TOTAL	<u>245,336.58</u>		

9:30 p.m. Meeting adjourned.



Marjorie R. Putnam
Assistant to Town Administrator

[S:\selmin\98mtgs\june 2]

Approved by Selectmen June 30, 1998

MINUTES OF EMERGENCY MEETING
BOARD OF SELECTMEN

Saturday, June 13, 1998

9:00 a.m. Convened at the home of Alfred R. Watkins, 19 Richards Road.

Present: Chairman David W. Parry, Selectman William J. Christensen, and Selectman David A. Coombs.

Purpose: The Board discussed purchasing Mr. Watkins' property and walked the property with Mr. Watkins.

David W. Parry
Chairman
[s/selmin/98mtgs/June 13]

**MINUTES OF MEETING
BOARD OF SELECTMEN**

Tuesday, June 16, 1998

7:00 p.m. Convened in the Community House, 28 Main Street.

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

SCHEDULED MEETINGS

7:00 p.m. Five \$1,000 scholarships were awarded to Kathleen Cartier, Taylor Burke, Kara Bolesky, Kate Maloney, and Bonnie Swart. Refreshments were served after the awards.

7:45 p.m. Selectmen met jointly with the Southborough Housing Authority to fill the vacancy caused by the resignation of Marguerite Clifford. This is a requirement due to this being an elected position.

Members present for the Housing Authority were: Robert P. Jachowicz, Christopher M. Uhl and Charles H. Brewer. Letters were received from Barbara Sanchioni-Armstrong and Susan Chorey (15 Red Gate Lane) expressing their interest in being appointed to fill this position. Placed in nomination was applicant Barbara Sanchioni-Armstrong, 3 Wood Street, Southborough. A roll call vote was taken. All three Housing Authority members and all three Selectmen voted for Barbara Sanchioni-Armstrong. She is a member effective June 16, 1998 and her term shall run until the date of Town Election Day, May 10, 1999.

8:00 p.m. to 8:40 p.m. Presentation by Whitney Beals (Sudbury Valley Trustees) regarding the development of the Schipper property on Fisher Road. Planning Board Chairman Charles Gaffney was present. SVT is proposing 22 units. Fourteen units will be: 4 duplexes, 2 triplexes, 8 single units. There will be eight units for the elderly (55 and over). It will be a mix of elderly, affordable and regular housing. The housing will be in the rear of the property. The tree line will hide the homes from Fisher Road except during the barren winter months. The hay field will remain undeveloped. Open space preserved will be 60%. The private road will be crushed material – not shiny blacktop. The Selectmen stated they were pleased with this proposed project and deem the plan an excellent one for this property. This is the first time that the major development by-law has been utilized as it was intended. The Selectmen emphasized that the Town should require SVT to build the affordable units. The Selectmen were not in favor of accepting money instead. The Board also strongly recommended that the access road remain

private. The private road reduces the design and construction cost. Also, the Town would not incur the cost to maintain it.

MINUTES TABLED

Chairman Parry asked that the Minutes of November 20, 1997 be tabled.

UNION CONTRACTS

Board VOTED unanimously to sign Contract Agreement Between The Town of Southborough and National Association of Government Employees Local R1-130 (NAGE) for FY 99-03.

APPOINTMENTS

Treasurer/Collector. Board VOTED unanimously to appoint Mary B. Guilford, 39 East Main Street, for 3 years, her term to expire June 30, 2001.

Assistant Treasurer/Collector. Board VOTED unanimously to appoint Jennifer A. Bishop, 9 Break Neck Hill Road, for 1 year, her term to expire June 30, 1999.

Recycling Committee (ad hoc). Board VOTED unanimously to appoint Mary Ann S. Anderson, 1 Meadow Lane, for 1 year, her term to expire June 30, 1999. (Recommended by Chairman Jane Smith.)

Airplane Runway Committee (ad hoc). Board VOTED unanimously to create this committee and to appoint as members, their terms to expire June 30, 1999:

- William J. Christensen, 17 Granuaile Rd. (representing Board of Selectmen)
- Wayne Thies, 42 Latisquama Rd. (Town Planner, representing Planning Board)
- Walter E. Mattson, 46 Flagg Rd. (representing Planning Board – if morning meetings)
- Mary Jane Westland, 20 Fairview Drive
- Peter I. Kallander, 14 Meadow Lane
- John F. Kelly, 8 Sears Road
- Philip C. Beals, 2 Chestnut Hill Road
- Richard H. Seder, 11 Valley Road

RESIGNATIONS

Southborough Cultural Arts Council. Susan Kallander resigned effective 6/1/98.

PERMIT TO OPEN ROADS

- Commonwealth Gas – John Matthews Road – emergency repair on service line
- Paul M. Rossi, Inc. – 27 Rockpoint Road – water line ‘tap’ for new service
- Stone Ridge Development, Inc. – 23 Ward Road – install water service

DONATIONS

Board VOTED unanimously to accept \$22,967.28 received from The New England Center For Children, being the first half of contribution in lieu of taxes.

TRANSFER STATION RULES AND REGULATIONS

Selectman Christensen made a Motion to set the Transfer Station fee at \$25. There was no second on this Motion, therefore it failed. Board then VOTED unanimously to leave the fee at \$50 effective 7/1/98 and approve Transfer Station Rules and Regulations for FY99.

DIRECTIONAL SIGN

Board noted 6/10/98 letter from Kevin Sullivan (Stonybrook Golf Course), 70 Valley Road, asking to locate a directional sign at the intersection of Boston and Valley Roads. A hearing has been scheduled on 7/14/98 at 8:15 p.m. and he must do the following:

- Obtain a certified abutters list from the Assessors (within 300’ of sign)
- Prepare a plan showing where the sign is to be displayed.
- Mail Notice of Public Hearing, drawing of sign and plan to the list of abutters, within 300’ of sign, by certified mail no later than 7/7/98.
- Certified mail receipts and list of abutters should be submitted to the Selectmen’s office prior to the meeting.

OTHER BUSINESS TRANSACTED

Merit Increases. Selectman David A. Coombs was VOTED to represent the Board to review personnel issues such as merit increases, salaries for new employees, etc.

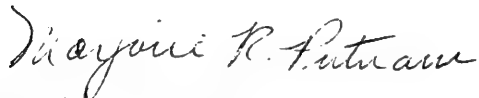
Peter Kallander would like to donate some property for a recreation field if the Town would be willing to build a road. He will submit a plan to the Town Administrator and a meeting will be set up with the Department Heads to review this plan. Town Meeting action will be required eventually.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 98):

282	71,394.06	6/09/98	FEDERAL TAX
283	64,817.52	6/10/98	TOWN PAYROLL
284	208,257.41	6/12/98	SCHOOL PAYROLL
285	28,091.00	6/12/98	SCHOOL BLDG. PROJECT
286	<u>148,996.78</u>	6/12/98	TOWN PAYABLES
TOTAL	521,556.77		

287	87,068.03	6/16/98	FEDERAL TAX
288	74,284.77	6/17/98	TOWN PAYROLL
289	308,903.78	6/19/98	SCHOOL PAYROLL
290	2,520.00	6/19/98	SCHOOL BLDG. PROJECT
291	<u>174,021.59</u>	6/19/98	TOWN PAYABLES
TOTAL	646,798.17		

8:40 p.m. Meeting adjourned.



Marjorie R. Putnam
Assistant to Town Administrator

[S:\selmin\98mtgss\June 16]

Approved by Selectmen July 21, 1998

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, June 29, 1998

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman David A. Coombs, Town Administrator Janice C. Conlin. The following members of the MBTA Committee: Kathleen B. Bartolini, Patricia Murphy Cappone, Dale E. Veeneman, Martha Kay Carter, and Harold O Kiess.

7:50 p.m. Convened in Conference Room A of the Town House. The Board of Selectmen voted to enter into executive session to discuss strategy for negotiating mitigation with the MBTA and to purchase a parcel of land. A roll call vote was taken with all three Selectmen voting in the affirmative. It was noted that the Board would not return into open session.

Chairman David Parry reported that he and Ms. Conlin had met with Ashland Selectman David F. Teller to update each other on the progress made negotiating with the MBTA. Ashland met with Robert H. Prince, General Manager for the MBTA. He shared with us the letters that were generated as result of that meeting. MBTA has agreed to work with Ashland to build an access road that will work for both parties, has agreed to discuss improvements to the Main, Prospect and Chestnut Street intersections and the MBTA will consider constructing a sidewalk on the bridge over the Sudbury River.

Ms. Conlin reported that she talked with Henry Danis, Town Administrator in Westborough. He indicated that Westborough has only one unresolved issue, mitigation for the abutting residences. He stated that there is no easy solution to this problem.

Chairman Parry stated the purpose of this meeting is to prepare for a meeting with Robert Prince, General Manager of the MBTA on Wednesday. All three Selectmen will be meeting with him in Barbara Gardner's office at the State House. Representative Gardner arranged for this meeting.

The consensus was that the following issues should be discussed with Mr. Prince in the following order of priority:

1. The purchase of the triangle and improvements to the triangle, an undeveloped lot just north of the proposed station. (\$108,000). The Town is willing to allow bike racks and a walking path through the lot but is not willing to allow parking of vehicles.
2. Redesign of the Woodland Road intersection (\$115,000).
3. In lieu of redesigning the Rt. 30 and 85 intersection, improvements in the Rt. 85 corridor, i.e. Richards Rd., Mt. Vickery Rd. A level of service analysis should be done for these intersections.
4. The sidewalks to be built to Richards Rd., to Liberty Estates, to Woodland Rd.

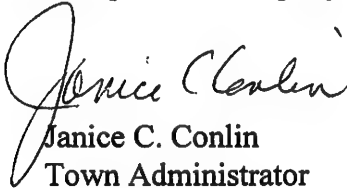
5. The walking path over the stone bridge to the Hopkinton State Park
6. Creation of a park around the Mill Pond to be used for recreation, fishing, ice skating, etc.

The Board was asked to tell Mr. Prince that the Town is disturbed with the MBTA because the tunnel under the tracks was filled in without informing the Town. The Town knew the MBTA was not in favor of the use of this tunnel for access to either side of the tracks, but we thought it was still open for discussion. Furthermore, the MBTA had agreed to restore the granite facing on the bridge that was altered and this has not been done. Both these items have historic significance to the Town. Finally, the Board should request a site plan for the Town to review.

Watkins Property – The Board of Selectmen discussed the following options to propose to Mr. Watkins: (The Board needs to know his preference in order to decide on a price to offer him.)

1. The Town buys the two parcels north and south of the Mass. Turnpike (Assessors Map 14 Lots 12 and 14) and gives Mr. Watkins life tenancy.
2. The Town buys the two parcels except for three or four acres and Mr. Watkins agrees to give the Town first option to purchase those three or four acres.

9:50 p.m. Meeting adjourned.


Janice C. Conlin
Town Administrator

[S:\selmin\98mtgs\june 29]

Approved by Selectmen July 21, 1998

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, June 30, 1998

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman David A. Coombs, and Town Administrator Janice C. Conlin.

7:45 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

MINUTES APPROVED

Board VOTED unanimously to approve Minutes of June 2, 1998 and June 9, 1998 (Executive Session not to be released).

Board VOTED 2-0-1 to approve Minutes of May 28, 1998 (Selectman Christensen did not vote.)

CONTRACTS

Selectmen VOTED unanimously to sign Agreement with Browning-Ferris (BFI) allowing them to use the Transfer Station for the sole purpose of disposing of the town's residential customers' solid waste.

MERIT INCREASE

As recommended by DPW Supt. John Boland, the Board VOTED unanimously to grant a 5% merit increase for Jean M. Johnson. Her new rate will be \$12.41/hour effective 1/2/98.

ROAD OPENING PERMITS

Board unanimously VOTED to grant to Commonwealth Gas Company two permits:

- To open 25 Parkerville road for installing a new gas service
- To open 32 Central Street for installing gas service.

RESIGNATIONS RECEIVED

Recreation Commission. John Palfrey, effective 6/1/98

Youth Commission. Melinda L. Janko, effective 6/30/98

SARA Title III, Local Emergency Plan. Margaret Head Meehan, effective 6/30/98

Recycling Committee. Jill H. Nagle, effective 6/1/98

Resignations Received (continued)

SHOPC. Robert P. Jachowicz, effective 6/17/98

Municipal Building Study Committee. Mary H. White, effective 6/20/98

Financial Impact Committee. Kolleen J. Rask, effective 6/30/98. [Selectmen did not accept the resignation of Ms. Rask]

APPOINTMENTS

Board VOTED unanimously as follows: to create an ad hoc Sign Committee and to appoint as members:

- Wayne Long, 9 Graystone Way
- John E. Grieco, 13 Stockwell Lane
- Michelle Boylan, 15 Stockwell Lane
- Sara M. Carter, 11 Carolyn Terrace
- Laurie Levy, 20 Ted Lane
- James W. Falconi, President, Southborough Business Association, 34 Oregon Road
- Susan Kallander, 18 Meadow Lane
- Wayne Thies, Town Planner, 42 Latisquama Road (ex-officio)
- Peter C. Johnso, Building Inspector, 37 Minuteman Rd., Acton 01720 (ex-officio)

SCHEDULED MEETINGS

7:45 p.m. Meeting with Jane Smith and Anthony E. D'Andrea of the Recycling Committee. The Recycling Committee met on June 22, 1998 with Tracy Maguire, the Municipal Service Representative of BFI, to discuss recycling for the residents who contract with BFI to pick up their trash. Presently, their customers do not separate their trash and recycle. Ms. Maguire indicated that BFI will pick up the recyclables separate from other trash for their customers for \$15.00 per month, \$2.00 more than the present rate. The Town would have to permit a much larger truck into the transfer station in order to deliver the trash and recyclables. Also, the BFI customer would not enjoy the present back door service. The trash would be picked up at curbside. The large truck is too big to negotiate driveways and could also over time do damage to the home owner's driveway. BFI also indicated that they would do curbside recycling for the entire community if the Town so desired.

The Recycling Committee suggested to the Board of Selectmen that the Town needs to determine how to improve our recycling program and service the entire community. Therefore, the committee is suggesting that a survey be sent to every resident in the Fall to obtain this information. The Committee would then compile the data from the survey by November and recommend a course of action to the Board of Selectmen. The following issues were suggested to be included in the survey:

1. Hours of operation of the transfer station
2. Pay as you go program
3. Curbside pick up of all trash or, only recyclables.
4. What are residents willing to pay for the services, by fee or real estate taxes?

Also discussed were the importance of explaining the recycling program and an education program in the schools. The Committee should meet with Harvey, the contractor that hauls the recycled materials to discuss expanding the program. The Selectmen also suggested that the committee contact Dept. of Environmental Protection to seek its assistance. Finally, it was suggested that any change in the fee structure should be presented and voted by Town Meeting.

OTHER BUSINESS TRANSACTED

Travel Allowance for Board of Health Agent – The Board of Health submitted a purchase order to encumber FY 98 funds to pay the Health Agent an additional 12 cents or 42 cents a mile travel reimbursement retroactive to July 1, 1997. The Board of Selectmen voted to reject unanimously the Board of Health request to pay the Health agent an additional 12 cents retroactive to July 1, 1997.

Schipper Property - The Board of Selectmen instructed Ms. Conlin to obtain a legal opinion to determine if the conventional plan and flexible plan submitted by Sudbury Valley Trustees under the Major Residential by-law (Section 174-13.1) complies with that zoning-by-law and MGL Chapter 61A.

Truck Driver Position – DPW. The Board VOTED unanimously to affirm the decision of Selectman David A. Coombs to hire Scott M. Mooney, 105 Fisher Road, Southborough, for the Truck Driver position with a starting wage at Step 3 as requested by DPW Supt. John Boland.

Proposed Electricity-Restructuring Legislation. At the request of Wheelabrator in letter dated June 9, 1998, the Board VOTED to send letters to Federick F. Pena, Secretary of Energy; Albert Gore, Jr., Vice President of the United States; and Carol M. Browner, Administrator, U. S. Environmental Protection Agency, sending copies to U.S. Senator Edward Kennedy, U. S. Senator John Kerry, Representative Martin Meehan, State Senator Robert Durand, and State Representative Barbara Gardner. Board expressed surprise that the legislation does not include waste-to-energy generation in the definition of “renewable energy source”.

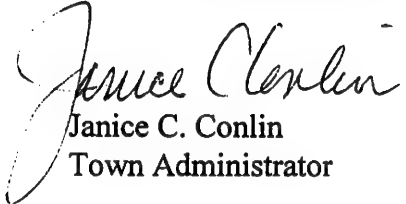
TREASURY WARRANTS SIGNED BY SELECTMEN (FY 98):

292	5,407.80	6/26/98	SCHOOL CAFETERIA
293	56,222.35	6/26/98	SCHOOL PAYABLES
294	20,297.96	6/26/98	SCHOOL PAYABLES
295	89,953.10	6/26/98	TOWN PAYABLES
296	112,279.67	6/23/98	FEDERAL TAX
297	71,205.25	6/24/98	TOWN PAYROLL
298	14,512.08	6/24/98	MONTHLY PAYROLL
299	<u>107,183.37</u>	6/26/98	SCHOOL PAYROLL
TOTAL	477,061.58		
300	18,549.66	6/30/98	TOWN PAYABLES
301	2,128.98	6/30/98	BELL ATLANTIC/M.C.I.
302	24,319.24	6/30/98	FEDERAL TAX
303	<u>68,646.19</u>	7/01/98	TOWN PAYROLL 6/30/98
TOTAL	113,644.07		

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

1	1,017,494.12	7/02/98	SCHOOL BLDG. PROJ.
2	<u>96,327.00</u>	7/02/98	TOWN PAYABLES
TOTAL	1,113,821.12		

9:30 p.m. Meeting adjourned.


Janice C. Conlin
Town Administrator

[S:\selmin\98mtgs\june 30]

Approved by Selectmen July 14, 1998

MINUTES OF MEETING
BOARD OF SELECTMEN

Wednesday, July 1, 1998
State House, Boston, MA

4:00 p.m. Meeting with MBTA re Southborough MBTA station.

Selectmen Present: Chairman David W. Parry, William J. Christensen and David A. Coombs.

Others present: Representative Barbara Gardner, MBTA General Manager Bob Prince, MBTA Project Manager Michael Stoffel, Arthur Lambert (Senator Durand's office) and Shaun McDonald (Joe Sullivan's office).

Purpose of meeting: To discuss the various issues concerning the MBTA station.

Representative Gardner opened the meeting. She urged that a resolution of all issues be obtained as soon as possible. The Selectmen stressed that they were supportive of the general concept of a new MBTA station in town, and that it only remained to finalize certain details. Most matters had been resolved already. The critical issues remaining were as follows:

- A. **Triangular parcel between Cordaville Rd., Southville Rd. and River St.** The Selectmen discussed the importance of this land as the "entrance" to the station area, the Town's problem with placing parking spaces on it, including strong resident opposition, and the various MBTA transportation uses acceptable on the site. The Selectmen urged that MBTA acquire the entire parcel and design it so as to appear as an "historic town common", to include MBTA transportation related uses so that they "fit" into the overall design theme of a small town station, with historic structures, park, lake and village atmosphere. Mr. Stoffel related the prior plans and that MBTA was now attempting again to meet these town goals, which could be made compatible with MBTA goals. Mr. Prince agreed that this should be accomplished, MBTA should purchase the entire parcel and could justify sufficient transportation related uses. MBTA should begin the effort to purchase the entire triangle from the current owner soon, because they expect eminent domain taking may be necessary. It was agreed that the MBTA will use the triangle for road widening, signs, sidewalks, bike racks, access paths and an information kiosk. Parking will **not** be placed on the parcel. It will be designed to look like a traditional New England Town Common. The information kiosk could look like a "gazebo", for instance.
- B. Selectmen then discussed the five mitigation items specified on the sheet "MBTA SOUTHBOROUGH COMMUTER RAIL STATION" "Negotiated List of Off-Site Roadway Improvements". It was agreed, by all present, that the only purpose of listing \$ cost estimates (on the sheet) was to show that the 5 items would comprise, in

total, an approximate and fair equivalent cost to the alternative mitigation of the intersection at Rt. 30 and Rt. 85. After discussion, it was agreed by Mr. Prince that all five items will be implemented by MBTA regardless of actual cost. The MBTA agreed to implement all five items as follows:

1. Triangular parcel bounded by Southville/Cordaville/Rt. 85. Acquisition by MBTA of entire parcel.
 2. Improvements to triangular parcel (sidewalks, bike racks, signing, information kiosk, road lane widening).
 3. Close Cordaville Road at Route 85, at north end of triangle.
 4. All sidewalks previously agreed to (and included in FEIR)
 5. Woodland Road/Route 85 intersection (will design with larger turning alternative, providing better turning radius for vehicles, including 21E Assessment and Land Acquisition)
- C. Rt. 85/30 Intersection. The Selectmen agree that the Rt. 85/30 intersection will **not** be implemented by MBTA, even though it is acknowledged that MBTA impacts seriously on this intersection, which could therefore, (under MEPA rules), require it to be mitigated by MBTA. However, instead, the Town will seek funding for this intersection from other sources.
- D. Sidewalks. The path to Hopkinton State Park will be built, as will all other sidewalks previously agreed to. The Selectmen agreed to assist MBTA in any public hearings needed to get these sidewalks built (e.g. trees, right-of-way issues). It was agreed that if any funds set aside for sidewalks are not used for that purpose, the funds should be used for other improvements along Rt. 85 not previously included in the list.
- E. Mill Pond. Mike Stoffel does not know about the eventual ownership status of the Mill Pond. This will be resolved later.
- F. Route 85, Richards Road and Mt. Vickery Road: Rep. Barbara Gardner's office will contact Mass. Highway to see if they will study the intersections on Rt. 85 at Mt. Vickery and Richards, and provide the results to the town and the MBTA. The Selectmen stated their belief that if the intersections fail due to the station, it is the MBTA's responsibility to fix the problem.
- G. Schedule: Concerning the project's time frame, the MBTA will gear up its design as soon as the bond bill passes. Design will take 6 months to complete. They will advertise the project at the beginning of 1999. Construction will start in Spring 1999 and will take about 9 months to complete. The State EIR requires that all three stations (Southborough, Westborough and Ashland) must open within 90 days of one another, so the opening of Southborough's station will be influenced by how fast things progress in the other towns. The projected opening date is the latter part of 1999 or early 2000.
- H. Design Process: The Selectmen stated that they want to know in advance when the MBTA is going to take action, and the Town wants to be involved in the design process.
- I. Parking Revenues: The Selectmen requested that MBTA keep them informed regarding the discussions the other towns are having with the MBTA, about sharing revenues from the parking lots. Southborough may wish to do this also.

The meeting ended with agreement on all issues. The Selectmen offered to actively assist MBTA in getting any necessary support for the entire project. (Please let the Selectmen's office know. Call Janice Conlin – 508-485-0710).

David W. Parry, Chairman
Board of Selectmen

A handwritten signature in black ink, appearing to read 'D. Parry', with a long horizontal stroke extending to the right.

Attachments: Items 1-5

[S:\selmin\98mtgs\July 1 minutes by David Parry]

Approved by Selectmen July 28, 1998

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, July 14, 1998

7:30 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

MINUTES APPROVED

Board VOTED unanimously to approve Minutes of May 26 and June 30, 1998

Board VOTED unanimously to approve Executive Session Minutes of 6/2/98 (not to be released)

APPOINTMENTS

Board VOTED unanimously to appoint the following:

Financial Impact Committee. Kolleen J. Rask, 55 Pine Hill Rd., her term to expire 6/30/99.

Southborough Scholarship Committee. Louis Kuchnir, 7 Fitzgerald Lane, his term to expire 6/30/01.

Part-time Police Dispatcher. Timothy Morin, 13 Catherine Drive, Northborough, his term to expire 6/30/99.

Recycling Committee. Jean C. Wood, 80 Middle Road, her term to expire 6/30/99.

Alcohol and Drug Policy Committee (ad hoc). Board VOTED unanimously to create this committee and appoint the following as members, their terms to expire 6/30/99:

- Mark D. McLaughlin (DPW), 14 Braeburn Circle, Leominster 01453
- Jennifer A. Bishop (NAGE), 9 Break Neck Hill Road 01772
- Francis G. Mahoney (Fire Dept.), 245 Turnpike Rd., P.O.Box 341, 01772
- William H. Webber (Police Dept.), 16 Station Street, Upton 01568
- Timothy Reardon McHugh (Personnel Board), 11 Hickory Road 01772

RESIGNATIONS RECEIVED

From Aids Action Committee, Carol Sacks, effective 6/29/98.

From Aids Action Committee, Pamela Aronson, effective 6/9/98.

From Traffic Study Committee, Amy Coombs, effective 6/30/98.

UNION CONTRACTS

Board VOTED unanimously to sign Agreement with American Federation of State, County and Municipal Employees, Council 93 (Department of Public Works union) for Fiscal 1999-2003.

PERMITS

Road Opening Permit. Board VOTED unanimously to grant permission to Commonwealth Gas to open Nichols Street to install gas main.

Sign on town land. Board VOTED unanimously to permit Kevin Sullivan, owner of Stonybrook Golf Course, 70 Valley Road, to erect a sign at the intersection of Boston and Valley Roads. The sign is not to exceed 2 square feet.

SPLIT DONATION FROM HARVARD PRIMATE

Board VOTED unanimously to split the \$15,000 donation: \$7,500 to Police Department and \$7,500 to Fire Department.

SCHEDULED MEETINGS

7:30 p.m. to 7:35 p.m. Treasurer Collector Mary Guilford asked the Board to sign renewal of existing bonds for another 60 days. Board VOTED unanimously to accept the bid of 3.60% by BankBoston for the renewal of 3 million dollars bond anticipation notes for Trottier School.

7:35 p.m. to 7:40 p.m. **Pole hearing** requested by Bell Atlantic and Mass. Electric. Representative from Bell Atlantic (NET) was present. No abutters appeared for or against this petition. Therefore the Board VOTED unanimously to grant permission to Bell Atlantic and Mass. Electric to place one pole on **Parkerville Road** at a point approximately 340 feet south from the intersection of Gilmore Road and Parkerville Road: 1 new J.O. Pole; 1 existing J.O. Pole to remain (NET Plan #963518 dated June 18, 1998).

7:40 p.m. to 9:26 p.m. S E A Consultants – **Traffic Study Update** for the school zones of town. Present for town: DPW Supt. John Boland, Police Chief William Colleary, Charles Gaffney (Planning Board Chairman) and Road Safety Committee members Peter Park and Harold Kiess. Present for SEA were Fred Aufiero (President) and Dan Levine (Engineer). Mr. Aufiero stated he is the Project Manager looking primarily at the area of Parkerville Road, both north and south of Route 9, the Finn School, the Neary School and the new middle school (Trottier School). Discussed: school safety zone, slowing traffic, school flashing lights (20 m.p.h.), signing, speed grooves, crosswalks, stop signs, etc. Another meeting will be scheduled in the fall with the people on the south end of town. John Boland said no monies have been budgeted for the proposed flashing lights or any of the other proposed traffic changes. S E A stated the flashing lights cost around

\$15,000 for two lights. Town Administrator will ask the schools if they have any funds available for these lights. S E A will meet again with the Selectmen at 7 p.m. on Tuesday, July 28 to discuss funding, etc.

9:27 p.m. to 9:45 p.m. Board met with Road Safety Committee members Peter Parks and Harold Kiess. Discussed crosswalks, sidewalks and stop signs. They would like a letter from DPW Supt. John Boland regarding where stop signs should go. Regarding repairs to sidewalks on Main Street (Article 34, ATM 1998), this has not gone out to bid yet.

9:45 p.m. DPW Supt. John Boland and Charles Gaffney were present. Discussed excess fill from MWRA MetroWest Tunnel and Walnut Hill Treatment Plant. Town needs to know who will pay for trucking the fill, what kind of fill is available, timing of availability, etc.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 98):

304	56,121.92	6/30/98	TOWN PAYABLES
NOTE	<u>54,329.15</u>	6/30/98	TOWN PAYROLL
TOTAL	110,451.07		

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

3	36,089.51	7/10/98	TOWN PAYABLES
4	49,549.79	7/07/98	FEDERAL TAX
5	11,017.70	7/08/98	TOWN PAYROLL
6	98,602.44	7/10/98	SCHOOL PAYROLL/PRIOR YR.
7	<u>23,499.99</u>	7/10/98	SCHOOL PAYROLL
TOTAL	218,759.43		
8	26,921.85	7/14/98	FEDERAL TAX
9	79,583.38	7/15/98	TOWN PAYROLL
10	9,950.00	7/17/98	ART.1, SPEC. TM 4/98
11	2,310.00	7/17/98	SCHOOL BLDG. PROJ.
12	<u>3,080,761.71</u>	7/17/98	TOWN PAYABLES
TOTAL	3,199,526.94		

10:30 p.m. Roll call VOTE was taken to go into Executive Session to discuss a legal matter and negotiations. Board will not reconvene into Open Session.

11:20 p.m. Meeting adjourned.

Marjorie R. Putnam
Marjorie R. Putnam
Assistant to Town Administrator

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, July 21, 1998

7:30 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman David A. Coombs, and Town Administrator Janice C. Conlin.

MINUTES APPROVED

Board VOTED unanimously to approve Minutes of June 2, June 16, June 29, July 9 (executive session minutes, not to be released) and July 14, 1998.

Chairman David Parry and Selectman William Christensen voted to approve the regular session and executive session minutes of March 3 (executive session minutes not to be released). Selectman David Coombs abstained due to the fact that he was not a Selectman and present at that meeting.

APPOINTMENTS

Board VOTED unanimously to appoint the following as **Special Municipal Employees** as members of the Advisory Committee:

- Richard Bellotti, 7 Ledge Hill Rd., Term to expire 6/30/99
- James P. Knowles, 39 Darlene Dr., term to expire 6/30/99
- Roger W. Challen, 29 Oak Hill Rd., term to expire 6/30/99
- M. Jeanne Sholl, 188 Southville Rd., term to expire 6/30/00
- Raymond Grenier, 2 Lovers Lane, term to expire 6/30/00

Board VOTED unanimously to appoint Timothy Morin, 13 Catherine Drive, Northborough, as a **Special Police Officer**, his term to expire 6/30/99.

Board VOTED unanimously to appoint Elizabeth S. Martins, 3 Ledge Hill Rd., to **Recycling Committee** (ad hoc), her term to expire 6/30/99.

MERIT INCREASES

Board VOTED unanimously to grant the following a 5% merit increase:

Patrice M. Kline, Assessors Dept.
Clare Curran-Ball, Library
Elaine O'Brien, Accounting Dept.

SCHEDULED MEETINGS

7:30 p.m. Shirley Lundberg, Chairman of the Algonquin Building Committee, and Bob Depietri, Vice Chairman of the Algonquin Building Committee and Chairman of The Southborough School Building Committee, presented an update on the school planning and construction.

Mr. Depietri indicated that the Trottier School has some minor construction to be finished. The school will be ready for the opening of the new school year and the Committee expects to have a ribbon cutting ceremony on August 30. The new Neary School septic system will be on line the end of September. The Neary School parking lot will not be completed until October 1998. The Neary projects will not interfere with the school operating. The septic tank will have to be pumped out until the leaching field is completed and there may be some inconveniences until the parking lot is finished.

On July 24, the Finn School renovation project was put out to bid. The bid opening is the end of August. The removal of asbestos has been bid and the work for that should begin at the end of August. It will be mid -1999 before the Finn School will reopen.

Shirley Lundberg reported that the Algonquin Committee is looking at four options:

- Renovating the existing building and expanding it. (This was the focus of the original feasibility study committee)
- New school on the present site.
- Dissolution of the Regional School – New school in Southborough and renovating the existing facility for Northborough.
- Remain a region and build a new satellite building in Southborough.

A consultant (NESDEC) has been hired to study the pros and cons of the options. A preliminary report has been submitted. As soon as the report is finalized, the Committee will meet with the Regional School Committee and then have hearings in each town by the end of September.

The following issues were raised in the discussion that followed:

- The process followed to hire the consultant (NESDEC) was flawed.
- The preliminary report submitted by the consultant was not satisfactory to Southborough members of the Algonquin Committee
- Committee members with the right to vote are not registered voters, i.e. students and staff.
- Distrust of the NESDEC student population projections.

Chairman David Parry suggested that (because the exiting Algonquin Planning Committee is not studying the alternative of local high schools, and because Special Town Meeting will require study of all options) therefore the Board of Selectmen appoint a local high school committee to study all the alternatives, to include both a regional high school as well as a Southborough high school. The committee should explore sites for a Southborough high school that would include reconfiguring existing school owned property, i.e. Woodward, Finn or Neary sites, as well as newly acquired sites. The


committee should study the economics of building a high school in Southborough and the feasibility of providing a sound academic program. There probably should be a liaison from Northborough and from the Algonquin Building Committee on this committee. If necessary, funds for a consultant to assist the committee could be appropriated at a Fall Special Town Meeting. Selectmen Christensen suggested that the operational costs for a local vs. a regional school should be studied carefully. Also, how do you dissolve the current regional agreement?

The Board of Selectmen will meet at 6:30 p.m. on Tuesday July 28 to appoint a committee. The Southborough School Committee will meet prior to that to scope out the tasks to be done by this committee. Anyone interested in volunteering to serve on the committee should contact Town Administrator Janice Conlin.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

13	\$47,035.74	7/21/98	FEDERAL TAX
14	72,144.54	7/22/98	TOWN PAYROLL
15	76,074.35	7/24/98	FY98 ENCUMBERED SCHOOL PAYROLL
16	31,976.22	7/24/98	SCHOOL PAYROLL.
17	5,000.00	7/24/98	ART. 2, SPEC. TM 12/97
18	<u>320,413.08</u>	7/24/98	TOWN PAYABLES
TOTAL	\$552,643.93		

11:00 p.m. Meeting adjourned.


Janice C. Conlin
Town Administrator

[s\selmin\98mtgs\July 21]

Approved by Selectmen 9/1/98

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, July 28, 1998

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman David A. Coombs, Town Administrator Janice C. Conlin.

6:35 p.m. Convened in Open Session. in Thomas McAuliffe Hearing Room.

SCHEDULED MEETINGS

6:35 P.M. The Southborough School Committee presented the scope and its recommendation for the membership of the Local High School Study Committee. A memo from John Butler and a statement from the Selectmen were read into the record suggesting issues to be studied by the committee and the membership of the committee.

The Board VOTED unanimously to appoint the following to the **Southborough High School Study Committee:**

Voting members: Mary Jane Mastrangelo, Southborough School Committee
Raymond Grenier, Advisory Committee
Charles E. Gaffney, Planning Board
Joseph B. Kacevich, Jr., Recreation Facilities Committee
John B. Butler, Jr. businessman, former Advisory Committee member
Timothy Reardon McHugh (attorney, Personnel Board)
Peter S. Bemis (civil engineer, developer)
Lisa A. Tharp (S.O.S. coordinator)
John J. Farrell (systems analyst)

Nonvoting
members:

A Southborough member of Regional School Committee
Robert E. Melican, Superintendent of Schools (ex-officio)

7:00 p.m. S E A Consultants presented the budgets to install traffic improvements on Deerfoot Road – Trottier School Area - \$27,500, Parkerville Road – Neary School Area - \$9,400 and Richards Road – Finn School Area \$6,100. The Board instructed Ms. Conlin to contact Robert Depietri, Chairman of the School Building Committee to discuss available funds to install the traffic improvements in the Neary-Trottier School Zone, budget \$36,900. The traffic improvements for the Finn School safety zone will be addressed at a later date because the Finn School will not be occupied until at least the beginning of the year 2000. Ms. Conlin also was instructed to put on notice the Advisory Committee regarding the probable need for a Reserve Fund Transfer if there are not sufficient funds in the school building budget. The DPW Budget will fund the stop signs that are proposed to be installed.

7:55 p.m. Public Hearing held on the petition of NEES Communications to locate telecommunication cables, including the necessary supporting and protecting fixtures, in Southborough where Massachusetts Electric Company facilities exist: poles on Framingham Road, East Main Street, Boston Road, Central Street, Turnpike Road, Oak Hill Road. Overhead – poles on Rt. 9 (across from Crystal Pond Road) and Crystal Pond Road. Abutters were notified by NEES. Selectmen VOTED unanimously to grant petition for cable locations as presented.

8:05 p.m. Town Clerk Paul J. Berry met with the Board to request permission to move the location to vote for Precinct 2 from the Finn School to the Trottier Middle School. This move is only temporary and necessary due to the construction occurring at the Finn School. All voters will be notified by mail.

The Board VOTED unanimously to temporarily to change the polling place from Mary Finn School to the P. Brent Trottier Middle School while the Finn School is under construction.

8:12 p.m. Hearing was held on application to transfer Restaurant/All Alcoholic License **from** Southville Associates, Inc., d/b/a Carpenters', Alan R. Wilcox, Manager, **to** County Line Enterprises, Inc. d/b/a Carpenters', Deborah S. Mayo, Manager, 1 Southville Road. Alan R. Wilcox and his partner Paul A. Caragian introduced the new owners. They plan to have country dancing. It will be a restaurant/pub and will be open from 11 a.m. and close at 1 a.m. All documents were in order. Selectmen VOTED unanimously to approve this transfer.

8:25 p.m. Hearing was held on application to transfer Restaurant/All Alcoholic License **from** Amazonas Restaurant Corp., Inc. d/b/a Ipanema Restaurant and Lounge, John Shepard, Manager, **to** Amazonas Restaurant Corp., Inc. d/b/a Ipanema Restaurant and Lounge, Carlos A. Silva, Manager, 106 Southville Road. Present for Mr. Silva was Attorney John J. O'Brien. Police Chief William J. Colleary stated that there is still a noise problem when people leave the restaurant (tooting horns). Police Officers are there three nights a week. He has no problem elsewhere in town. He suggested earlier closing hours. Selectmen did not vote to change the hours and weekday hours will remain with closing time at 12 a.m., Saturdays closing time remains at 1 a.m. Selectmen VOTED unanimously to approve this transfer.

8:40 p.m. A resident, John Farrell, submitted a letter (received by the Board on April 29, 1998) requesting that an Article be put on the Town Meeting Warrant to adopt Section 40 of Chapter 653 of the Act of 1989. This provision changes the date to add the assessment of new building, structures, or other physical improvements to real property between January second and June thirtieth for the fiscal year beginning on July first. As a result, new construction or improvements built on the parcel during the first six months of the year will not be reflected in the assessed valuation of the parcel a fiscal year earlier.

Arthur Holmes, Principal Assessor/Appraiser, indicated that the Assessors needed to evaluate the impact on the workload of that office. He would study the issue and schedule an appointment to discuss it further.

OTHER BUSINESS TRANSACTED

MINUTES APPROVED

Board VOTED unanimously to approve Minutes of July 1, 1998.

PERMITS

At the request of Joanne Kalp, 15 Liberty Drive, the Selectmen VOTED unanimously to grant permission to close down Independence Drive to traffic on Saturday, September 12, 1998 from 2 p.m. until 6 p.m. for an annual block party (rain date on Sunday, September 13, 1998)

MERIT INCREASE/EDUCATIONAL INCREMENT

At the request of Town Clerk Paul J. Berry, the Board VOTED unanimously to grant a \$1,200 one-time educational increment to Gina Mingace plus a 5% merit increase.


CHAPTER 90 REIMBURSEMENT

Board VOTED unanimously to sign this reimbursement.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

19	65,618.22	7/31/98	TOWN PAYABLES
20	62,083.82	7/28/98	FEDERAL TAX
21	69,544.06	7/29/98	TOWN PAYROLL
22	6,783.10	7/29/98	MONTHLY TOWN PAYROLL
23	2,370.37	7/31/98	TELEPHONE-FY 98 ENC.
24	29,217.50	7/31/98	TOWN PAYABLES-FY 98 ENC.
25	<u>522,014.00</u>	7/31/98	SCHOOL BLDG. PROJECT
TOTAL	757,631.07		

9:00 p.m. Meeting adjourned.


Janice C. Conlin
Town Administrator

**MINUTES OF MEETING
BOARD OF SELECTMEN**

Tuesday, August 11, 1998

6:30 p.m. Convened in Conference Room A, first floor of the Town House.

Present: Chairman Pro Tem Selectman William J. Christensen, Selectman David A. Coombs, and Marjorie R. Putnam (Assistant to Town Administrator).

Absent: Chairman David W. Parry and Town Administrator Janice C. Conlin (both on vacation).

SUNDAY LICENSE

Board VOTED 2-0-0 to approve application for a License For Public Entertainment on Sunday for **County Line Enterprises, Inc. d/b/a Carpenters**, Deborah S. Mayo, Manager, 1 Southville Road. This has to be forwarded to the Commissioner of Public Safety in Boston for his approval.

MERIT INCREASE AMENDMENT

Board VOTED (2-0-0) to reconsider 7/28/98 vote of Selectmen re Gina Mingace to receive a 5% merit increase. Board VOTED (2-0-0) a 2.6% merit increase for Gina Mingace. Her new rate will be \$15.21/hour effective July 21, 1998. The 5% increase would have put Ms. Mingace over the maximum allowed under the NAGE contract. The Board stated that Town Clerk Paul Berry should be notified that if he wishes Ms. Mingace to receive more of an increase in pay, he can request a personal rate.

SCHEDULED MEETINGS

6:30 p.m. Meeting with Treasurer/Collector Mary Guilford. Board VOTED (2-0-0) to accept the bid of 3.75% made by BankBoston for \$3 million bond anticipation notes for school construction. Selectmen signed the notes.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

26	68,411.68	8/05/98	TOWN PAYROLL
27	74,298.01	8/07/98	SCHL PAYROLL FY 98 ENC.
28	35,632.30	8/07/98	SCHL PAYROLL FY 99
29	49,180.55	8/04/98	FEDERAL TAX
30	1,970.00	8/07/98	SCHOOL LUNCH
31	13,392.74	8/07/98	SCHL PAYABLES FY 99
32	81,456.09	8/07/98	SCHL PAYABLES FY 98 ENC.
33	<u>87,929.53</u>	8/07/98	INSURANCE/ANNUITIES
TOTAL	412,270.90		

34	171,977.19	8/14/98	TOWN PAYABLES
35	4,694.88	8/14/98	SCHOOL PAYABLES FY98 ENCUM.
36	17,262.79	8/14/98	SCHOOL BLDG. PROJECT
37	22,668.16	8/11/98	FEDERAL TAX
38	<u>64,481.81</u>	8/12/98	TOWN PAYROLL
TOTAL	281,084.83		

6:40 p.m. Meeting adjourned.

Marjorie R. Putnam

Marjorie R. Putnam
Assistant to Administrative Assistant

[S:\selmin\98mtgs\August 11]

Approved by Selectmen 9/1/98

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, September 1, 1998

7:30 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

MINUTES APPROVED

Board VOTED unanimously to approve Minutes of July 21, July 28 and August 11, 1998.

Board VOTED unanimously to approve Executive Session Minutes of July 27, 1998 (not to be released).

MERIT/PERSONAL INCREASES

Phyllis L. Auricchio. Board VOTED unanimously to **grant** a 3% merit increase retroactive to August 20, 1998. Letter is to go to Principal Assessor Arthur K. Holmes that if he has new information to convince the Board to grant his recommended 5%, he should forward that information to the Selectmen's office.

Gina Mingace. Letter is to go to Town Clerk Paul Berry stating that the Board did **not grant** a 2.4% personal rate above the maximum rate for the position held by Ms. Mingace as requested by Mr. Berry. In the past, personal rates have been granted to only a few long-term employees who have continued to perform excellently in their positions and had not received a merit increase for many years. Board VOTED unanimously to table this request until more information is received from Mr. Berry.

RESIGNATIONS

Board voted to accept resignations received from the following:

- Linda C. Hubley from Traffic Study Committee effective 8/1/98
- George Hubley, Jr. from Road Safety Committee effective 8/1/98
- Edward C. Bassett, Jr. from Zoning Board of Appeals effective 7/28/98
- Ann Schonholz from Recycling Committee effective 8/11/98
- John B. Butler, Jr. from Trust Fund Advisory Committee and Financial Impact Committee, effective 8/28/98
- Jean S. Wynn from Historical Commission effective 8/24/98

PROCEDURE TO FILL VACANCIES

Re: **Zoning Board of Appeals vacancy (to fill unexpired term of Ted Bassett)**. Board noted Aug. 10 letter from James W. Falconi, 34 Oregon Road (currently a ZBA Alternate member) asking to be considered as a Regular Member. Board also noted letter from Peter S. Park, 92 Newton Street, asking to be considered as an Alternate Member of the ZBA. Board discussed procedure to fill this vacancy and suggested this opening be advertised in the newspaper and on cable television. There should be a two week (minimum) period between the advertising date and the date of the appointment (September 22). In the advertisement there should be a deadline for receiving resumes. All Selectmen agreed this was a good way to fill this vacancy. The letters from Mr. Falconi and Mr. Park were tabled until September 22.

APPOINTMENTS

Reserve Police Officer. Board VOTED unanimously to appoint Scott VanRaalten, 61 Christian Hill Road, Upton, MA 01568, his term to expire 6/30/99.

Recycling Committee (ad hoc). Board VOTED unanimously to appoint the following, their terms to expire 6/30/99: Joanne C. Flathers, 3 Overlook Drive, and Douglas Cotanche, 55 East Main Street.

LICENSES

Board VOTED unanimously to grant a Class I – Auto Dealer’s License – changing the name of this license from “Eagle Trailer Sales and Service” to “The Eagle Leasing Company” as required by the Registry of Motor Vehicles, Section 5 Division. Address: 258 Turnpike Road.

PERMITS

Board VOTED unanimously to grant permission to **close Highland Street** on Sunday, September 13, from the front entrance of Saint Matthew Church to Atwood Road, as requested by Reverend James B. Flynn. This shall be coordinated with the Police and Fire Chiefs.

Permits to Open Roads were granted by unanimous vote of the Board as requested by:

- Steere Contracting Corp. – water line installation for Lot #1 Orchard Road
- Stonegate Construction Corp. – town water service for 215 Parkerville Road
- K & K Excavation Co., Inc. – install water service to #5 Northborough Road.

Parade Permit. Board VOTED unanimously to grant to Heritage Day Committee a parade permit for Monday, October 12, starting at 10 a.m. at St. Anne’s Church on Boston Road. Copy to Police Chief.

LICENSES

Local Alcoholic Beverage Licensing Board Rules and Regulations. Board VOTED unanimously to amend these Regulations. Changes included "Closing time is 1:00 a.m." in Rule 5 and a new Rule 6 "Licensees under Chapter 138, Section 12 (Restaurants and Clubs), must have a License for Public Entertainment on Sunday (under Chapter 136 of Mass. General Laws) if there is live entertainment after 12 midnight Saturday to 1:00 a.m. Sunday.

Common Victualler's License. Board VOTED unanimously to issue a license to Cottage Catering, Inc. d/b/a Red Barn Coffee Roasters, Mark Verrochi, Treasurer, 205 Turnpike Road (Route 9 West).

Common Carrier's License. Board VOTED unanimously to issue a License to Cavalier Coach Corp., 3 Dolphin Way, Boston, MA 02210, to operate Motor Vehicles for the Carriage of Passengers for Hire, pursuant to M.G.L. Chapter 159A, Section 1, over the following route in the Town of Southborough: on Interstate Highway 495 between the Southborough and Westborough Town Line and the Southborough and Marlborough Town Line.

SCHEDULED MEETINGS

7:35 p.m. to 7:45 p.m. Public Hearing was held on petition of NEES Communications, Inc. to locate telecommunication cables on Jericho Hill and Fisher Roads (Plan: SOBO03), as follows:

Overhead

Jericho Hill Road	Pole 1-15, 18 and 19	17 poles
Fisher Road	Pole 4-36 and 32 ½	34 poles

Underground (in Mass. Elec. Conduit previously approved by the town)

Between Poles 17 and 19 on Jericho Hill (Approx. 673 feet)

Representing the petitioner was Marc E. Webb. This is a fiber optic network from Wilbraham to Marlborough through Jericho Hill Road and Fisher Road. Board VOTED unanimously to approve the petition as submitted.

7:47 p.m. to 8:00 p.m. Veronica Ludwick (Enrolled Agent, Tax & Financial Services, Inc.) and Gary K. Cogley (Economic Development Director of the MetroWest Chamber of Commerce) discussed MetroWest's various programs.

8:00 p.m. to 8:10 p.m. Public Hearing was held on application of 100 Tech Realty Trust (Maggiore) to store at 155 Northborough Road (nearest cross street: Johnson Road) 5,000 gallons of diesel in aboveground storage tanks. Board VOTED unanimously to approve the issuance of this License with the restrictions listed in September 1, 1998 letter from Fire Captain John D. Mauro, Jr., as follows:

1. The tank and related piping be installed and maintained in accordance with all Federal and State regulations and requirements.
2. A 2 hour rated fire louver be installed between the generator room and the tank
3. The natural gas stub be eliminated that is located in close proximity to the tank
4. The license be restricted to use for supplying the emergency generator only, and not used for fueling motor vehicles
5. Subject to any other requirements and issuance of a Permit by the Fire Chief.

8:40 p.m. to 8:45 p.m. (unscheduled) Two potential Eagle Scouts attended Selectmen's meeting. Selectmen agreed to send a memorandum to Department Heads asking them to contact Lawrence Pieper, Committee Chairman, Troop 1, 30 Woodbury Road, and Jack Breen, Troop 92, 2 Granuaile Road, if they have any community service projects for these two scouts.

8:45 p.m. to 9:50 p.m. Meeting with Tony D'Andrea (Chairman of Recycling Committee) and Regina Barrett (Municipal Recycling Incentive Program Director for Central Mass.). They discussed the Town Recycling Survey form to be enclosed in the next mailing of the real estate tax bills (tax bill due November 1). Also present was DPW Supt. John W. Boland. All the suggested changes will be made and the final survey form for the printer will be brought to the Selectmen's office as soon as possible.

OTHER BUSINESS TRANSACTED

Town Administrator read her Memo dated 9/1/98 as a member of the **Utilities Deregulation Committee** re "Recommendation Re: Aggregating the municipal, residential and business load to purchase power". Memo listed two options (Option 1 Standard Offer, Option 2 MunEnergy, the Massachusetts Municipal Association's Municipal Group Purchase Program, Program Savings for Southborough, and Option 2 Power Options, The Massachusetts Non-profit Energy Purchasers Consortium). The Committee recommends that the Town remain with the Standard Offer and not sign a contract with either the MunEnergy or PowerOptions. Four reasons were listed. Board VOTED unanimously to accept the recommendation of the Committee.

High School Study Committee. Board noted August 31 letter (with several attached documents) from John B. Butler, Jr., Chairman, regarding the current status of this committee. Letter is to go to Northborough Board of Selectmen that the Southborough Selectmen do not have a problem with Northborough establishing an equivalent committee, possibly to focus on the details of economics or other considerations of a Northborough High School. Southborough would be pleased to appoint a liaison to the Northborough committee if it is so desired. If there are any issues that require both committees to meet, the Southborough Selectmen would be pleased to do so.

495 Technology Center, 153 Northborough Road (Maggiore Phase II). Selectmen VOTED unanimously to support the Planning Board's position (August 7 letter to EOE, MEPA Office) regarding the Special Permit. Board agrees that it is essential to complete the improvements from the site to the Cedar Hill intersection in Marlborough. Board also agrees that the proposed

reduction in mitigation to Route 30/Johnson Road intersection from a full intersection reconstruction to a minor widening of the southbound lane is acceptable at this time. Letter is to go to the Zoning Board of Appeals urging that Board to approve the Special Permit with the previously discussed two conditions.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

39	3,106.02	8/21/98	BELL ATLANTIC/M.C.I.
40	209.11	8/21/98	TOWN PAYABLES
41	14,601.13	8/21/98	SCHOOL PAYABLES
42	11,795.83	8/21/98	SCHOOL PAYABLES-FY98 ENCUM.
43	46,902.82	8/18/98	FEDERAL TAX
44	66,903.47	8/19/98	TOWN PAYROLL
45	74,298.01	8/21/98	SCHOOL PAYROLL-FY98 ENCUM.
46	<u>33,748.70</u>	8/21/98	SCHOOL PAYROLL
TOTAL	251,565.09		

47	456,589.08	8/28/98	SCHOOL BLDG. PROJ.
48	1,004,847.75	8/28/98	TOWN PAYABLES
49	938.03	8/28/98	SCHOOL CAFETERIA
50	17,444.83	8/28/98	SCHOOL PAYABLES
51	58,203.52	8/25/98	FEDERAL TAX
52	6,208.10	8/26/98	MONTHLY TOWN PAYROLL
53	<u>68,465.83</u>	8/26/98	TOWN PAYROLL
TOTAL	1,612,697.14		

54	78,490.03	9/01/98	FEDERAL TAX
55	66,928.73	9/02/98	TOWN PAYROLL
56	233,645.23	9/04/98	SCHOOL PAYROLL
57	46,694.22	9/04/98	TOWN PAYABLES
58	<u>215.10</u>	9/04/98	SCHOOL BLDG. PROJECT
TOTAL	425,973.31		

10:05 p.m. Meeting adjourned.



Marjorie R. Putnam
Assistant to Town Administrator

[Approved by Selectmen 9/22/98]

MINUTES OF MEETING
BOARD OF SELECTMEN

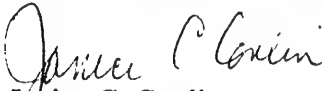
Thursday, September 3, 1998

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman David A. Coombs, Town Administrator Janice C. Conlin.

8:10 p.m. Convened in Open Session. in Conf. Room A in the Town House.

Sales Agreement for Purchase of New Ambulance – The Board of Selectmen VOTED unanimously to approve the sales agreement to purchase a 1998 Road Rescue/Navistar 4700LP Type I, Class I Emergency Medical Vehicle from Specialty Vehicles Inc. for \$122,470.00

8:25 The Board of Selectmen VOTED by a roll call vote to enter into executive session to discuss union negotiations and litigation. All three Selectmen voted in the affirmative. It was noted that the Board would not return into open session.


Janice C. Conlin
Town Administrator

[Approved 9/22/98 by Selectmen]

[S:\selmin\98mtgs\Sept.3]

MINUTES OF MEETING
BOARD OF SELECTMEN

Monday, September 14, 1998

7:00 p.m. Convened in Conference Room A, first floor of the Town House.

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman David A. Coombs, and Town Administrator Janice C. Conlin.

7:00 p.m. Motion was made to accept the bid of 3.75% made by BankBoston for renewal of three million dollars bond anticipation notes for school construction. Vote of Board: unanimous.

7:02 p.m. As recommended by DPW Superintendent John W. Boland, the Board VOTED unanimously to award to the low bidders as follows:

Type I Bituminous Concrete

Lorusso Corp., 3 Belcher St., Plainville, MA 02762 – approx. \$432,859.40

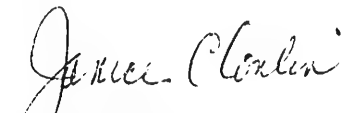
Steel Beam Highway Guard

Steidler Construction Co., 299 Farm St., Bellingham, MA 02019 – approx. \$47,594.00

Various Aggregates

Pyne Sand & Stone Co., 66 Fruit St., Hopkinton, MA 01748 – approx. \$28,724.00

7:25 p.m. Meeting adjourned.



Janice C. Conlin
Town Administrator

mrp

[S:\selmin\98mtgs\September 14]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, September 22, 1998

7:30 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

MINUTES APPROVED

Board VOTED unanimously to approve Minutes of September 1, 3 and 14, 1998. Board VOTED unanimously to approve Executive Session Minutes of September 3, 1998 (not to be released).

SPECIAL LICENSES

Southborough Cultural Arts Council want to serve wine at a function at Fay School. Fay School requested that the Arts Council provide a certificate of insurance for one million dollars. Although this item would be covered by Town insurance, the Selectmen did not want to set a precedent and approve a town committee serving alcohol. The policy has been to not permit alcohol to be served in town buildings.

CONTRACTS AWARDED

Heating Oil. As recommended by Maureen M. Colleary, Purchasing Agent, the Board VOTED unanimously to award contract to Falconi Brothers, Inc., 29 Boston Road, Southborough, as their escalation price per gallon was the lower of the two bidders.

Diesel Fuel. As recommended by Maureen M. Colleary, Purchasing Agent, the Board VOTED unanimously to award contract to Alliance Energy, 11 Broadway, Chelsea, MA 02150, as their escalation price per gallon is lower than last year's escalation price per gallon.

BIDS REJECTED

Unleaded Gasoline 89 and 87 Octane Bids. As recommended by Maureen M. Colleary, Purchasing Agent, the Board VOTED unanimously to reject bids from Alliance Energy, 1 Hope St., Hopedale, and rebid due to their high escalation prices.

AGREEMENT

As recommended by DPW Superintendent John W. Boland, the Board VOTED unanimously to sign Agreement between Framingham and Southborough regarding division of work, division of expenses, ownership and maintenance of proposal improvements at Boston Road/Firmin Avenue/Valley Road, Willow Street intersection **plus** Route 9/Oak Hill Road/Central Street intersection. (Public Works Economic Development Project between the Commonwealth and town of Framingham).

APPOINTMENTS

Zoning Board of Appeals – Regular Member. Board VOTED unanimously to appoint as a Regular Member James W. Falconi, 34 Oregon Road, to fill the unexpired term of Edward C. Bassett, Jr., his term to expire June 30, 1999. Mr. Falconi was selected as he was an Alternate with experience serving on the ZBA.

Zoning Board of Appeals – Alternate Member. Board VOTED unanimously to appoint William L. Keville, Jr., 7 Maplecrest Drive, to fill the unexpired term of James W. Falconi, his term to expire June 30, 1999.

Regarding filling these vacancies, the Board had received letters from other interested citizens: Peter S. Park (92 Newton Street) and James J. Ruskowski, 7 Saddle Hill Lane. Letters will be sent to them thanking them for their interest in these positions. Board noted letter from Salvatore M. Giolandino, Chairman of ZBA, regarding appointments to the ZBA.

Recycling Committee. Board VOTED unanimously to appoint Stanley D. Tanenholtz, 153 Middle Road, his term to expire June 30, 1999.

Southborough Scholarship Advisory Committee. Board VOTED unanimously to appoint Bonnie R. Weigl, 7 Wentworth Drive (as a representative of the School Committee), her term to expire June 30, 2000.

Special Municipal Employees. Board VOTED unanimously to appoint Advisory Committee members, their terms to expire June 30, 2001: Martin F. Healy (8 Upland Road), David H. Davidson (19 Skylar Drive), and Claire Carberry Reynolds (104 Main Street).

RESIGNATIONS

Board noted resignations received from:

- Paul Vaillette from Recycling Committee, effective 9/1/98.
- Fred Smith from Scholarship Advisory Committee effective 9/14/98
- Marina A. Giovannini from Youth Commission effective 7/1/98.

Letters of appreciation will be sent.

PERMITS

Permits to open roads were granted by a unanimous VOTE as requested by:

- Brendon Homes, Inc. – to open Richards Road for water services to 7 house lots.
- C. R. Construction – to open Richards Road for water service to 43 Richards Road.
- Com/Gas – to open 40 Mt. Vickery Road to install gas service.
- Murphy and Fahy Construction, Inc. – to open Jericho Hill Road for 2-4" PVC conduits.

PROCEDURE TO FILL FUTURE VACANCIES

Board VOTED unanimously to following policy:

- Vacancy shall be advertised in the newspaper and on cable television.
- Deadline for receiving letters of interest and resumes shall be stated in the advertisement.
- There shall be a two week (minimum) period between the advertising date and the date of the appointment.
- Interviews shall be conducted if any Selectman feels it is needed.

MERIT INCREASE

As recommended by Town Planner Wayne Thies, the Board VOTED unanimously a 5% merit increase for Hillary Brigandi, effective September 16, 1998. Her new rate will be \$13.29/hour.

STOP SIGNS

As recommended by DPW Superintendent John W. Boland, the Board VOTED unanimously to amend the Code of the town of Southborough, Chapter 207 (Vehicles and Traffic), Article VII (Operation of Vehicles), Section 207-34B (Stop Signs) by adding the following list of Stop Signs:

- Parkerville Road Northbound at Main Street
- Deerfoot Road Northbound at Main Street
- Flagg Road Southbound at Deerfoot Road
- Deerfoot Road Northbound at Flagg Road
- Deerfoot Road Northbound at Clifford Street
- Clifford Street Eastbound at Parkerville Road
- John Matthews Road Westbound at Parkerville Road
- John Matthews Road Eastbound at Middle Road
- General Henry Knox Road Westbound at Parkerville Road
- General Henry Knox Road Eastbound at Middle Road
- St. Mark's Street Northbound at Marlboro Road
- Northboro Road Eastbound at Main Street

- Jericho Hill Road Southbound at Northboro Road
- Fisher Road Westbound at Jericho Hill Road
- Sears Road Southbound at Main Street
- Boston Road Northbound at East Main Street

NO PARKING

Board VOTED unanimously to **table** request of residents of Winter Street to amend the Code of the Town of Southborough, Chapter 207 (Vehicles and Traffic), Article V (Stopping, Standing and Parking), Section 207-18 (Restricted Parking), as follows:

No Parking on the west side of Winter Street from a point 250' north of Route 9 extending northerly 400'.

Police Chief William Colleary to be consulted regarding this request to see if any parking on Winter Street complaints had been registered with the Police Department.

SCHEDULED MEETINGS

7:30 p.m. to 8:10 p.m. Meeting with Kevin Giblin, developer, and his engineer, Mike Sullivan of Sullivan, Connors & Associates. They discussed proposal regarding the rezoning of land near 9/90. Abutter Lee Bartolini and DPW Supt. John Boland were present. Mr. Giblin explained that this was just an informal meeting to get a sense of direction regarding this development. Selectmen were presented with a conceptual rendering of Southborough Executive Park. No engineering work has been done at this time. He is proposing three buildings totaling @ 275,000 s.f. Rezoning is necessary as parking is needed for the proposed development. A traffic study will be done and the "best traffic consultants will be hired". Mr. Giblin hopes that the Selectmen will support this project at the Annual Town Meeting. They wanted to meet with the Selectmen first and then plan to meet with the abutters. There will be no access connection to Oak Hill Road. They plan to have an emergency graveled road for use by the Fire and Police Departments. One abutter, Rob Atchue (6 Brook Lane) was concerned re water drainage. He was informed that all issues have to be worked out with the abutters. Mr. Sullivan stated that they do not know what the topography is but no runoff will go onto abutters' property. The Selectmen indicated their support in principle, provided that abutters' concerns over "buffers" were addressed, and also that all other impacts, especially from traffic, have been satisfactorily addressed as to the Environmental Impact Report.

8:15 p.m. to 8:20 p.m. Public Hearing on request by Franklin H. Spinner, President of Rt. 9 Beer & Wine, Inc., 349 Turnpike Road, to transfer three shares each of the common stock of the corporation **from** Franklin H. Spinner, 5 Summit Road, Southborough, MA **to** Eric H. Spinner (3 Evergreen Dr., Franklin, MA), David A. Spinner (167 Burlingame Road, Charlton, MA), and Joy S. Spinner (2 C

John Williams Dr., Auburn, MA). Franklin Spinner explained that these were gifts to his family. Board VOTED unanimously to approve this request. This is to be forwarded to the Alcoholic Beverages Control Commission for its approval.

8:21 p.m. to 9:00 p.m. Board met with Cemetery Study Committee Chairman Neil Ferris and member Robert Marsh with an update. Problem now being faced is that the Cemetery is running out of room and DPW urgently needs to expand to the adjacent MDC land, as approved by the State Legislature. Before the MDC land can be transferred, a design must be submitted to State DCPO and a price agreed to. Authorization is needed to go out to bid and to sign the contract with a consultant engineer to design the expansion on MDC land. Cemetery Trust Perpetual Care Funds can be expended at the Selectmen's discretion. John Boland said he could do what is needed to be done out of his DPW budget, then the budget can be reimbursed at a later date. He did not know how much is needed at this time. An RFP will be issued this week for the design firms. A decision on the designer will be made by the Selectmen after the next meeting with the committee on Tuesday, November 17 with a recommendation. Questions were raised as to whether or not the Selectmen could raise the price of the lots and whether or not a moratorium could be placed on selling lots only if needed. These issues will be reviewed immediately by Town Counsel.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

59	23,253.29	9/08/98	FEDERAL TAX
60	68,251.10	9/09/98	TOWN PAYROLL
61	<u>178,650.64</u>	9/11/98	TOWN PAYABLES
TOTAL	<u>270,155.03</u>		
62	79,384.74	9/15/98	FEDERAL TAX
63	71,287.82	9/16/98	TOWN PAYROLL
64	231,400.93	9/18/98	SCHOOL PAYROLL
65	3,021,413.00	9/18/98	TOWN PAYABLES
66	86,782.15	9/18/98	SCHOOL BLDG. PROJ.
67	4,298.44	9/18/98	SCHOOL PAYABLES FY98 ENCUM.
68	13,234.55	9/18/98	SCHOOL PAYABLES
69	<u>54,130.95</u>	9/18/98	SCHOOL PAYABLES
TOTAL	<u>3,561,932.58</u>		
70	23,045.86	9/22/98	FEDERAL TAX
71	66,068.05	9/23/98	TOWN PAYROLL
72	2,458.28	9/25/98	BELL ATLANTIC/M.C.I.
73	190,703.72	9/25/98	TOWN PAYABLES
74	<u>27,558.21</u>	9/25/98	SCHOOL PAYABLES
TOTAL	309,834.12		

9:45 p.m. Board VOTED to go into Executive Session to discuss litigation and negotiations. Roll call vote was taken with all three Selectmen voting in the affirmative. They will not return to open session.



Marjorie R. Putnam
Assistant to Town Administrator

[edited by Chairman Parry 10/1/98]

[Approved 10/13/98 by Selectmen]

[S:\selmin\98mtgs\September 22]

MINUTES OF MEETING
BOARD OF SELECTMEN

Friday, October 2, 1998

7:09 p.m. Convened in Conference Room A, first floor of the Town House.

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman David A. Coombs, Town Administrator Janice C. Conlin and DPW Supt. John W. Boland.

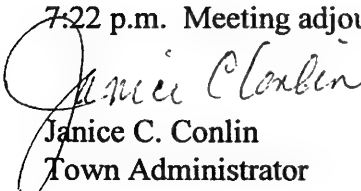
The only item on the agenda is consideration of a temporary moratorium on purchasing cemetery lots. John W. Boland, DPW Superintendent reported that there has been a run on the sale of grave sites – 51 gravesites in a week and a half. An article in a local newspaper reporting last week's meeting with the Cemetery Study Committee caused this run. If there were the normal number of sales, there would be about 2 years worth of cemetery lots left. Now, there is less than a month's worth left. Mr. Boland recommends a moratorium on sales.

A request for proposals to develop the new section of the cemetery has been sent to several potential consulting firms. The Cemetery Study Committee is scheduled to recommend a consultant to the Board of Selectmen at its meeting on November 17. The RFP also requires the consultant to search for suitable sites for the long term - beyond the twenty years worth of sites that the proposed new section will provide. This new section could be completed in one construction season and be available in one-year contingent upon the State releasing the deed for the property.

Motion was made: to declare an immediate temporary moratorium on purchasing cemetery lots with the exception of those lots which are to be sold as necessitated by death during the period of the moratorium. The temporary moratorium will be in effect until the Board of Selectmen holds a public hearing on Monday, November 2, 1998 at 7:30 p.m. at DPW Building, 147 Cordaville Road. The Board will advertise the public hearing in a local newspaper on October 19 and October 26, 1998.

VOTE: unanimous.

7:22 p.m. Meeting adjourned.


Janice C. Conlin
Town Administrator

[Approved October 13, 1998]
[S:\selmin\98mtgs\October 2]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, October 13, 1998

7:00 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

MINUTES APPROVED

Board VOTED unanimously to approve Minutes of September 22 and October 2, 1998.

Board VOTED unanimously to approve Executive Session Minutes of September 22, 1998 (not to be released.)

CONTRACTS

Board VOTED unanimously to award the gasoline contract to Volta Oil Company, Inc., 1 Roberts Road, Plymouth, MA 02360, as per its bid.

PERMITS

Road Opening Permit was approved as requested by Traffic Systems to open Marlborough Road to install St. Mark's School traffic lights.

Parade Permit was granted by unanimous VOTE to St. Mark's Church for Sunday, November 1 from 9 a.m. to 10 a.m. in celebration of All Saints Day.

APPOINTMENTS

The following appointments were VOTED unanimously:

- To Southborough Cultural Arts Council, their terms to expire December 13, 2000:
 - Kelli J. Wagner, 28 Sadie Hutt Lane
 - Katherine H. Wraight, 12 Birchwood Drive
- To Southborough Historical Commission, to fill the unexpired term of Jean Wynn, his term to expire June 30, 2000:
 - Thomas J. Nadeau, 1 Alexandra Circle

- To Youth Commission to fill unexpired term of Marina Giovannini, her term to expire 6/30/99:
 - Susan C. Krivanec, 164 Main Street
- To Workplace Safety Committee, his term to expire 6/30/99:
 - Lincoln D. Lynch (rep. School Dept.), Dir. Of School Business Services, Algonquin Regional High School, 79 Bartlett Street, Northborough 01532
- To South Middlesex Opportunity Council as Public Representative of Board of Selectmen to the Board of Directors, his term to expire October 21, 1999:
 - Edgar A. Phaneuf, Jr., 171 Middle Road
- To Road Safety Committee, his term to expire 6/30/99:
 - Ronald G. Mattioli, 10 Sarsen Stone Way

SCHEDULED MEETINGS

7:00 p.m. to 7:37 p.m. Meeting with Advisory Committee, Historical Society and Recreation Commission to discuss the renovation of Historical Society/Recreation Commission Building (old Water Dept. building). David Falconi (member of Historical Society and Historical Commission). In January, when Assabet Valley Regional Technical High School students were gutting the inside of the building, they discovered structural problems. The Building Inspector required the Historical Society to hire a structural engineer who said Lally columns in the basement and additional beams had to be put underneath. Steel plates to run the entire length of the building, etc. were also needed. In the attic, two roof structures had to be added. It seems that over 100 years ago ten feet were added onto the back of the building. Raised through donations was the sum of \$25,000 slated for finishing the inside of the building. To date \$21,400 has been spent for the structural work only. On or about October 23, the structural work should be completed. Then Assabet can complete the work when the materials have been purchased. More funds are needed but the Historical Society hesitate to ask for more donations and were wondering if the Town could supply the balance needed. The Recreation Commission stated that they have researched the schools and other town buildings to see if there would be any space the Recreation Director could use as an office. There is no office space available anywhere and they are currently situated in the Computer Room of the Town House, sharing it with the Data Processing Coordinator, the copying machine for the people on the second floor, and the postage stamp machine – making the room very crowded and distracting. Town Administrator said the money for the materials could be taken from Town Buildings and Grounds budget and then be reimbursed by the Reserve Fund if that budget is depleted. That budget is paying for the utilities and the heat for that building. About \$25,000 more is needed to complete the project. About \$20,000 would get the building occupied. The Advisory Committee asked if this can be considered an unforeseen expense to enable them to reimburse from the Reserve Fund. Quotes will have to be received for the materials as the amount is over \$10,000. It would delay this project if we had to wait until Town Meeting approved an Article for the additional funds needed. It would mean that 18 months or two years would go by until they had sufficient office space.

Advisory Committee made a Motion and VOTED unanimously to approve funding request of \$22,000.

Selectmen made a Motion to authorize, subject to Town Counsel's opinion, the expenditure of \$22,000 from Town Buildings and Grounds budget to purchase materials for the renovation of Historic/Recreation Building.

7:45 p.m. to 7:50 p.m. Public Hearing was held on application by Ingersoll-Rand Equipment Sales, 300 Turnpike Road (nearest cross street: Crystal Pond Road) to store in tanks aboveground 2,900 gallons of motor oil (1,900 gallons) and diesel fuel (1,000 gallons). William Cove was present representing Ingersoll-Rand. Abutters were duly notified by certified mail. Since no one objected, the Board VOTED unanimously to approve this Fuel Storage License as requested subject to restrictions as listed in October 13, 1998 letter from Fire Chief Peter F. Phaneuf, as follows:

1. That all installations be done in accordance with Massachusetts Fire Prevention Regulations and all applicable Federal regulations.
2. That the installation of the aboveground diesel fuel tank be done in accord to the site plan submitted by the owners.
3. That the vaulted aboveground tank to be used will be as specified in the plans submitted by the owners.
4. That in accord with Massachusetts Fire Prevention regulations the installation cannot be put into service until a Permit has been issued by the Fire Chief.

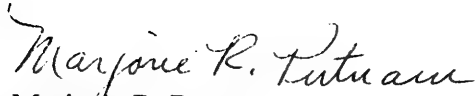
TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

75	158,681.76	9/29/98	FEDERAL TAX
76	70,023.21	9/30/98	TOWN PAYROLL
77	11,653.26	9/30/98	MONTHLY TOWN PAYROLL
78	235,328.62	10/02/98	SCHOOL PAYROLL
79	89,328.87	10/02/98	TOWN PAYABLES
80	<u>192,850.40</u>	10/02/98	SCHOOL BUILDING PROJ.
TOTAL	757,866.12		

81	22,258.67	10/06/98	FEDERAL TAX
82	64,091.33	10/07/98	TOWN PAYROLL
83	397,106.91	10/09/98	SCHOOL BUILDING PROJ.
84	<u>63,879.54</u>	10/09/98	TOWN PAYABLES
TOTAL	547,336.45		

85	68,328.66	10/16/98	TOWN PAYABLES
86	78,274.93	10/13/98	FEDERAL TAX
87	71,819.11	10/14/98	TOWN PAYROLL
88	230,162.53	10/16/98	SCHOOL PAYROLL
89	<u>2,520.00</u>	10/16/98	SCHOOL BUILDING PROJ.
TOTAL	451,105.23		

8:00 p.m. Roll call vote was taken to go into Executive Session in Conference Room A, first floor of the Town House, to discuss possible negotiations to purchase property. The Board will not return to Open Session. VOTE: unanimous.



Marjorie R. Putnam

Assistant to Town Administrator

[S\selmin\98mtgs\Oct 13]

[Approved by Selectmen 11/10/98]

MINUTES OF MEETING
BOARD OF SELECTMEN

Monday, November 2, 1998

7:30 p.m. Convened in Conference Room, first floor of the DPW Building, 147 Cordaville Road.

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

Others present: DPW Superintendent John W. Boland, members of the Board of Health: Philip G. Mauch (Chairman), Timothy P. Stone, and Suzanne H. Traini. One other person was present: Reporter from MetroWest Daily News Nancy Olesin.

APPOINTMENTS

Board VOTED unanimously to appoint to **Recreation Facilities Committee** (ad hoc) Laura M. Benotti, 9 Mitchell Street, her term to expire June 30, 1999.

CONTRACTS

At the recommendation of DPW Superintendent John W. Boland, the Board unanimously VOTED to award contract for **Sodium Chloride** to low bidder, Eastern Minerals, Inc., 130 Plain Street, Lowell, MA 01852 in the amount of \$26.14/ton.

PERMITS

Permit to Open Roads. Board VOTED unanimously to grant permits to:

- Michael Aspesi – Richards Road (at No. 63) to run water line across the street
- Com/Gas – open Pine Hill Rd. (lots 9,10,11,13,14) to install gas service
- Com/Gas – open Break Neck Hill Rd. to install a gas main
- Com/Gas – open Mt. Vickery Rd. to install a gas main

Permission granted to close road: Re: Independent School League championship game on November 7. At the request of Saint Mark's School, the Board VOTED unanimously to approve the closing of a portion of Route 85 (near School Street south to Route 30 – the length of the campus) on Saturday, November 7, from 1:50 p.m. to 4:00 p.m. as determined by the Police Chief for St. Mark's School. The Chief of Police will have discretion as to whether or not he wants details and barricades which St. Mark's would be expected to pay for. [At the request of the Police Chief, Saint Mark's School is

to place saw horse barriers with a sign which says "Open to Residents Only".] Permission was given to Saint Mark's School to use the Town House parking lot on November 7 as long as it does not interfere with any activity of Pilgrim Church on that day. St. Mark's School is to contract Pilgrim Church (485-4847) to inform them that they will be using the parking lot.

LICENSE FEES

Selectmen VOTED unanimously to send the Shrewsbury Board of Selectmen License Fee Survey 10/22/98 information to the Advisory Committee with a request that they report back to the Selectmen with any recommendations on this and other fees. The Board would like to meet with the Advisory Committee to discuss mileage rates and fee schedules before the first of the new year.

SCHEDULED MEETINGS

7:45 p.m. to 7:52 p.m. Public Hearing was held regarding a temporary moratorium on purchasing cemetery lots. It was noted that a legal ad appeared in the MetroWest Daily News on October 19 and 26, 1998. DPW Superintendent John Boland stated that two proposals to design the new section for the cemetery have been received and the Cemetery Study Committee should have a recommendation to present to the Selectmen at their meeting of November 17. No resident attended this hearing. DPW Superintendent John Boland recommended to continue indefinitely the moratorium on purchasing cemetery lots, with the exception of those lots which are to be sold as necessitated by death during the period of the moratorium. Board VOTED unanimously to do so.

8:05 p.m. to 8:40 p.m. Meeting with Board of Health: Philip G. Mauch, Dr. Timothy P. Stone, Suzanne Traini and Health Agent Paul Pisinski. Discussion was regarding reimbursement for vehicle expenses for Mr. Pisinski. Health Agent's out-of-pocket expenses accumulated last fiscal year was \$1,041.96. Selectmen felt that this should be placed as a Warrant Article at a Town Meeting. If the Warrant Article is placed in a Special Town Meeting it could be transferred from free cash. Board of Health said that an all-terrain vehicle is needed by its Agent. At present, Mr. Pisinski is renting a vehicle. They also would like him to charge mileage at 42 cents per mile. The Board hesitates to go over what the IRS allows which is 32 cents/mile. Selectmen suggested that the Board of Health approach the Personnel Board regarding a stipend for their Agent.

8:40 p.m. to 8:50 p.m. Meeting to discuss RFP's to purchase real estate for municipal purposes and open space. Town Administrator presented to the Selectmen Draft #3 of Request for Proposal/Purchase of Real Estate Property for Municipal Use and Open Space, as follows:

Town of Southborough
Request for Proposal
Purchase of Real Estate Property for Municipal Use and Open Space

The Town of Southborough is interested in purchasing property for future municipal uses (i.e. offices, cemetery, schools, senior center), for open space and/or for outdoor recreation. The April 1998 Town Meeting voted to authorize a bond for \$5 million to fund the purchase of real estate property.

MUNICIPAL AND RECREATION USES

Presently, the Town's municipal facilities including outdoor recreation are at capacity and the Town does not own any property that it may use for future expansion of these municipal or recreation facilities. The property for municipal and recreational uses must meet the following minimum requirements:

1. The property must be contained entirely within the Town of Southborough.
2. The property may be of any size.
3. The property must have reasonable and safe access.
4. The property must have reasonable access to Town water and other necessary utilities.
5. A majority of the property must be exclusive of wetlands.

OPEN SPACE

The Town of Southborough in all town surveys gives a very high priority to open space preservation. The property for open space must meet the following minimum requirements:

1. The property must be contained entirely within the Town of Southborough.
2. The property may be of any size.
3. The property must have some merit for preservation, such as:
 - Protect a water supply
 - Protect the water quality of a river, reservoir, stream, etc.
 - Preserve a scenic view
 - Preserve historic resources such as buildings and farms
 - Provide a natural resource for ecological education

The Town will evaluate all proposals using the following criteria: highly advantageous, advantageous, not advantageous, and unacceptable. The purchase and sale agreement will be on the condition that two-thirds of the voters at Town Meeting vote to purchase the property. Please submit a letter of interest that includes the price of the property, a plan of the property and description of the property by December 18, 1998 to the Board of Selectmen, Town of Southborough, Box 9109, 17 Common St., Southborough, MA 01772.

The Board VOTED unanimously to approve the RFP as submitted and amended.

Chairman Parry explained that the Selectmen are doing this because they need some background to determine that the Town essentially has no available land of any type for any future use in Town. There is some necessity to begin a process for increasing the Town's land holdings for future expansion of any number of possible facilities or needs with the intent of possibly avoiding condemnation. The Selectmen want to start with a process of having people come to them who might be interested in selling their land rather than having to go to eminent domain.

9:00 p.m. Board VOTED unanimously to go into Executive Session to discuss legal matters and will not return in public session.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):
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90	113,828.10	10/23/98	TOWN PAYABLES
91	80,107.80	10/23/98	SCHOOL BLDG. PROJ.
92	2,162.62	10/23/98	SCHOOL CAFETERIA
93	4,573.69	10/23/98	SCHOOL PAYABLELS-FY98 ENCUM.
94	15,733.92	10/23/98	SCHOOL PAYABLES
95	75,100.76	10/23/98	SCHOOL PAYABLES
96	24,050.44	10/20/98	FEDERAL TAX
97	<u>69,003.52</u>	10/21/98	TOWN PAYROLL
TOTAL	<u>384,560.85</u>		
98	2,520.00	10/30/98	SCHOOL BLDG. PROJ.
99	2,690.76	10/30/98	BELL ATLANTIC/M.C.I.
100	87,121.18	10/30/98	TOWN PAYABLES
101	9,545.78	10/30/98	FY98 SCHOOL ENCUM. PAYABLES
102	82,620.89	10/30/98	SCHOOL PAYABLES
103	5,226.16	10/30/98	SCHOOL CAFETERIA
104	132,206.41	10/27/98	FEDERAL TAX
105	7,262.10	10/28/98	MONTHLY TOWN PAYROLL
106	63,146.85	10/28/98	TOWN PAYROLL
107	<u>232,667.91</u>	10/30/98	SCHOOL PAYROLL
TOTAL	<u>625,008.04</u>		



Marjorie R. Putnam
Assistant to Town Administrator

[s\selmin\98mtgs\November 2]

[Approved by Selectmen 11/17/98]

MINUTES OF EXECUTIVE SESSION
BOARD OF SELECTMEN

Monday, November 2, 1998

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman David A. Coombs, Town Administrator Janice C. Conlin, and Assistant to Town Administrator, Marjorie R. Putnam.

9:00 p.m. Board entered into Executive Session to discuss the **Katharine Baldelli Case**. Town Administrator read letter dated October 30 addressed to Town Counsel Frederick Busconi from Harvey R. Peters enclosing Stipulation of Dismissal, Nondisclosure Agreement and a Release executed by Katharine Baldelli in settlement of this action. He asked that it be held until such time as he receives the settlement check and fully executed nondisclosure agreement. MCAD signed at the bottom of the document. The nondisclosure agreement was signed by the three Selectmen. Ms. Conlin stated she would try to get the check cut on Tuesday, November 3. Town Counsel Busconi will give us the word as to when the information can be released and the Selectmen should wait until Mr. Busconi says it is okay to go ahead. He wants to wait until the check is in Ms. Baldelli's hand. Selectmen VOTED (by roll call) that the Board settle the suit of MCAD, Katharine Baldelli vs. the Town of Southborough in the amount of \$180,000. Chairman Parry, Selectman Christensen and Selectman Coombs voted aye.

After Town Counsel receives the check, Selectman Coombs will then telephone Chairman of Advisory Committee Jeanne Sholl on Tuesday, November 3, to explain this matter. The Selectmen plan to meet with the Advisory Committee in Executive Session as soon as possible.

Police Contract Memo of Agreement. Ms. Conlin presented the Selectmen a copy of the final draft for them to review. Hopefully, this can be put on next week's agenda.

Responses to letters from Jack Barron and Norman Nelhuebel. Chairman would like the Board to consider how to answer these letters at next week's meeting. Chairman Parry drafted his version of how to answer Mr. Barron's letter.

9:30 p.m. Meeting was adjourned. Board did not return to open session.

Marjorie R. Putnam
Marjorie R. Putnam
Assistant to Town Administrator

[S:\select\executive session\98\November 2]

[Approved 11/17/98]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, November 10, 1998

7:30 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

MINUTES APPROVED

Board VOTED unanimously to approve October 13 Minutes.

RESIGNATIONS

Recycling Committee. Board accepted resignation from Jean Wood, 80 Middle Road, effective November 1, 1998.

APPOINTMENTS

Constable (for the purpose of serving civil process). Board VOTED unanimously to appoint Nelson H. Goldin, 82 Gregory Road, Framingham, his term to expire November 10, 1999.

Recreation Commission. As recommended by Christopher Crowley, Chairman of Recreation Commission, the Board VOTED unanimously to appoint Thomas G. Thomas, 130 Deerfoot Road, his term to expire June 30, 2001.

WINTER PARKING BAN

The Board VOTED unanimously to adopt the following WINTER PARKING BAN:

There will not be any parking on any public way in the Town of Southborough from 12 midnight until 6:00 a.m.; and furthermore, there will not be any parking on any public way during any snow storm in the Town of Southborough. Vehicles parked will be towed at the owner's expense (according to the Town's Code).

This Ban will be in effect from December 1, 1998 through March 15, 1999.

Illegal parking during unusual storms occurring before or after the Ban will be dealt with according to Section 152-6 of the Code of the Town of Southborough.

CLOSE TOWN HOUSE

Board VOTED unanimously to close the Town House the day after Thanksgiving Day, Friday, November 27, 1998.

PERMITS

Permit to Open Road. Board VOTED unanimously to allow Howard E. Stone to open Marlboro Road to install water main. (Mr. Stone posted a \$2,000 bond.)

PACKAGE STORES

Thanksgiving Through New Year's Day Sunday Openings Permit. The Board VOTED unanimously to allow Package Stores to open on the Sunday before Thanksgiving and each Sunday thereafter until New Year's Day, subject to ABCC conditions. The Board also VOTED unanimously in future years to automatically renew this Holiday Sunday Opening Permit as a term of Package Store licenses, remaining in effect for all renewals subject to further action of the Licensing Authority.

SCHEDULED MEETINGS

7:45 p.m. to 7:50 p.m. Board surprised Frederick S. Smith III with a scroll commending him for his years of service on the Advisory Committee (1 year), the School Committee (3 years) and helping to establish Town scholarship in 1980 and then serving on the Southborough Scholarship Advisory Committee for nine years. (Mr. Smith resigned from the Scholarship Advisory Committee as he and his wife are moving out of Southborough before the end of the year.) Also present were members of the Scholarship Committee: Richard Umiker (Chairman), James Denman and Tony Hill.

7:50 p.m. to 7:58 p.m. Public Hearing was held to allow Package Stores to open on the Sunday before Thanksgiving and each Sunday thereafter until New Years's Day, subject to ABCC conditions. Present for this Hearing was Bill Fletcher of Bill's Package Store (7 Turnpike Road, Fayville). He had no objection. This will be automatically renewed each year. **[See votes under Package Stores above.]**

8:00 p.m. to 8:12 p.m. Joint meeting with Board of Assessors to discuss tax rate/classification determination. Present were: Kirk Carter (Chairman) and Arthur Holmes (Principal Assessor/Appraiser). Assessors recommended a staying with a unified rate. They believe it attracts growth. Board of Selectmen VOTED unanimously to approve the unified tax rate as recommended by the Board of Assessors. The Assessors are still working on finalizing their values which at this date has not been approved by the Department of Revenue. This will be provided to the Selectmen at a later date. **Re: accepting the provisions of Section 40 of Chapter 653 of the Acts of 1989 to assess**

new buildings, structures, or other physical improvements added to real property between January second and June thirtieth for the fiscal year beginning on July first. At this point in time the Assessors feel they are not in a position to give the Selectmen a recommendation one way or the other. This will have to be an Article for the Annual Town Meeting to vote on. Assessors will give their recommendation to the Selectmen @ January 12, 1999.

8:15 p.m. to 9:00 p.m. Re: Siting of bus stops. Board met with Mary Ellen Grogan, Information Control Officer, Bus Operations, for Mass. Bay Transportation Authority (MBTA). Also present was Kathy Bartolini, Director of MetroWest Growth Management Committee, Michael Gulbankian of Gulbankian Bus Lines, and Charles Gaffney (Chairman, Planning Board). Ms. Grogan brought a sample of a Rotating Transit Tube (which encloses a schedule) the MBTA would like placed on poles at three bus stop locations to try to increase ridership, etc. Also Mr. Gulbankian left a Bus Schedule to Solomon Pond Mall/Sports Center – Marlborough to Framingham Saturday Service. The bus stops in Southborough Center will be located at Southborough Center at McCarthy's Restaurant (Main Street), Gulbankian's parking lot (Mt. Vickery Road) and Fayville at Central Street. Improving bus services to various points were discussed. Need more commuter parking and better signs. Express busses are needed. A video tape could be made talking about bus services which might help educate the public as to services available. News of expanded bus services could perhaps be put in the next Town Newsletter which is included in the Recreation Department mailing which is sent out spring and fall to every household. Chairman stated that the Selectmen had a very good meeting with MBTA this summer, have signed off on all details, and are just waiting for a Memorandum of Agreement. The MBTA agreed to put an information kiosk at the MBTA train station on Southville Road. Perhaps the Road Safety Committee could meet with the Selectmen to discuss Mass transit.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

108	169,992.07	11/06/98	TOWN PAYABLES
109	62,917.67	11/06/98	SCHOOL PAYABLES
110	22,667.81	11/03/98	FEDERAL TAX
111	65,772.83	11/04/98	TOWN PAYROLL
112	<u>180,000.00</u>	11/03/98	ARTICLE
TOTAL	<u>501,350.38</u>		
113	303,470.88	11/13/98	SCHOOL BLDG. PROJECT
114	35,197.19	11/13/98	SCHOOL PAYABLES
115	259,631.01	11/13/98	TOWN PAYABLES
116	80,614.86	11/10/98	FEDERAL TAX
117	3,654.61	11/10/98	NOV. ELECT. PAYROLL
118	68,823.56	11/10/98	TOWN PAYROLL
119	<u>238,254.04</u>	11/13/98	SCHOOL PAYROLL
TOTAL	<u>989,646.15</u>		

9:20 p.m. Meeting was adjourned.

Marjorie R. Putnam

Marjorie R. Putnam
Assistant to Town Administrator

[S\selmin\98mtgs\November 10]

[Approved by Selectmen December 1, 1998]

**MINUTES OF MEETING
BOARD OF SELECTMEN**

Tuesday, November 17, 1998

7:30 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman Pro Tem Selectman William J. Christensen, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

Absent: Chairman David W. Parry (death in the family)

MINUTES APPROVED

Board approved November 2, 1998 Minutes and November 2, 1998 Executive Session Minutes by VOTE 2-0-0.

MERIT INCREASES

Selectmen VOTED 2-0-0 merit increases for the following:

- Barbara M. Luther, 5% increase, effective 11/25/98, from \$12.17/hour to \$12.78/hour, as recommended by Board of Health.
- Dale Sawvelle, 5% increase, effective 11/23/98, from \$13.936/hour to \$14.64/hour, as recommended by Police Chief William J. Colleary.

CONTRACTS

7:49 p.m. Selectmen VOTED 2-0-0 to sign Agreement between the Town of Southborough and Cynthia Beard (Community Outreach Coordinator). This contract is to fund this position via a State Council on Aging Grant Program (Executive Office of Elder Affairs). This Agreement will pay the Coordinator an amount not to exceed \$975 at the rate of \$18/hour as compensation. The contract is renewable on a 30 day basis. Total Grant award amount: \$4,032.00. This grant was given to the Council on Aging to hire an Outreach Worker. It is an attempt to reach out to senior citizens who may need necessary services that are available and they are not taking advantage of these services. This is being done on a contract basis. The Personnel Board felt that this was the way to go as this is an experimental and temporary position. Town Counsel has reviewed the contract. Ms. Beard is ready to start immediately if the contract is signed. If there is enough work for Ms. Beard, then the contract will be renewed up until the \$4,032 is

spent. If the Council on Aging want this as a permanent position, it would have to go before Town Meeting under the Salary Administration Plan.

SCHEDULED MEETINGS

7:30 p.m. Meeting convened. Treasurer Mary B. Guilford presented bonds for the Selectmen's signature. Board VOTED 2-0-0 to accept the bid of 4.2662% made by Roosevelt & Cross, Inc. & Associates for the purchase of \$9,300,000 for school construction and renovation (Finn School).

7:35 p.m. to 7:40 p.m. Conduit Hearing was held on Petition of NET (Bell Atlantic) to place conduit on **Nichols Street** beginning at a point approximately 470 feet southwesterly from the corner of Pine Hill Road and Nichols Street at Pole #3 and continuing northwesterly for approximately 25 feet to #13 Nichols Street. Total trench: 25 feet of conduit (N.E.T.&T.Co. Plan No. 699460 dated 10/26/98). Board noted that abutters were duly notified. Representative of Bell Atlantic was present. No one appeared for or against this petition. Therefore, the Board VOTED 2-0-0 to approve petition was presented.

7:49 p.m. to 7:55 p.m. Application for a Class II – Auto Dealer's License - for 155 Boston Road, Suite 7. Applicant: Joan Miller d/b/a Select Auto. Ms. Miller was present and explained that she will be a broker for the sale of used cars with the occasional parking of no more than two cars on the property. Board noted 10/27/98 letter from Peter C. Johnson, Inspector of Buildings, that Ms. Miller will not have signs indicating that the cars are for sale. There are four parking spaces under Ms. Miller's control. This business is in a BH zoning district and both office use and automotive sales are permitted up to 50,000 sq. ft. without requiring a special permit. Mr. Johnson stipulated that any sign erected for this business should not indicate that the use is for the sale of used cars and should be phrased to express the brokering aspect of the business. Board VOTED 2-0-0 to approve application and that Class II license should state (1) no more than two used cars for sale on property, (2) no sign shall indicate the sale of used cars.

8:05 p.m. to 8:18 p.m. Meeting with Cemetery Study Committee: Neil Ferris (Chairman) et al. DPW Supt. John Boland also was present. Two proposals were received re design of new cemetery section. Committee selected BSC Group, Inc. Their total project fee: \$49,800 plus a 10% contingency fee which would make it \$55,000. Selectmen would like this contract reviewed by Town Counsel. If all goes well, the Committee said by September 1999, they hope to have site "up and running". Mr. Boland asked for authorization to expend up to \$55,000 from the Cemetery Perpetual Care Fund. The Selectmen will meet on November 20 at 6:45 p.m. to sign the contract if Town Counsel's approval is received. Board VOTED: 2-0-0 to authorize expenditure of \$55,000 from the Cemetery Perpetual Care Fund for the design of the new cemetery section relative to the expansion of Rural Cemetery, pursuant to approval of the Town Counsel and the signing of the contract.

A memo is to go to the Conservation Commission and Board of Health and any other pertinent boards asking them for a liaison to join the Cemetery Study Committee to participate in the design and the entire process. Mr. Ferris said eventually the Committee would like to get citizen input and feedback.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

120	6,409.00	11/20/98	SCHOOL BLDG. PROJECT
121	2,553.46	11/20/98	BELL ATLANTIC/M.C.I.
122	979,441.40	11/20/98	TOWN PAYABLES
123	24,037.18	11/17/98	FEDERAL TAX
124	<u>68,649.56</u>	11/18/98	TOWN PAYROLL
TOTAL	1,081,090.60		

8:25 p.m. Meeting adjourned.

Marjorie R. Putnam

Marjorie R. Putnam
Assistant to Town Administrator

[S:\selmin\98mtgs\November 17]

[Approved by Selectmen December 1, 1998]

MINUTES OF MEETING
BOARD OF SELECTMEN

Friday, November 20, 1998

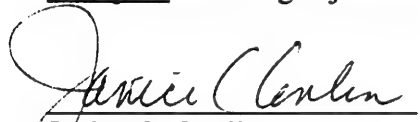
6:45 p.m. Convened in Conference A, first floor of the Town House.

Present: Chairman Pro Tem Selectman William J. Christensen, Selectman David A. Coombs, Town Administrator Janice C. Conlin and DPW Superintendent John W. Boland.

Absent: Chairman David W. Parry (death in the family)

Selectmen VOTED 2-0-0 to sign contract with BSC Group, Inc. for land survey and engineering services relative to the expansion of the Rural Cemetery.

7:10 p.m. Meeting adjourned.



Janice C. Conlin
Town Administrator

[S:\selmin\98mtgs\November 20]

[Approved by Selectmen December 1, 1998]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, December 1, 1998

7:45 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

Chairman Parry announced that the meeting had started in Conference Room A in Executive Session to consider the purchase, exchange, lease or value of real property. On November 17 an RFP (Request for Proposal) was issued for the Purchase of Real Estate Property for Municipal Use and Open Space. The RFP stated that the "Town is interested in purchasing property for future municipal uses (i.e. offices, cemetery, schools, senior center), for open space and/or for outdoor recreation. The April 1998 Town Meeting and the subsequent Town election in May 1998 voted to authorize a bond for \$5 million to fund the purchase of real estate." The legal advertisement was printed in the November 18 *MetroWest Daily News*. A copy of this RFP was mailed to property owners owning five acres or more. This applies to parcels of any size in the Town. Proposal should be submitted by December 18. On December 15 there will be an item on the Agenda re the possible establishment of two committees: (Committee #1) a joint working committee whose responsibility – from Planning, Recreation and Open Space – would be to bring forward to the Selectmen any and all parcels of open space which the committee considers to be of paramount interest at that time. (Committee #2) to be possibly called a land selection or land evaluation committee whose job will be to evaluate the responses which will be received from the RFP.

SCHEDULED MEETINGS

7:49 p.m. to 8:08 p.m. At 7:52 p.m. Selectman Christensen excused himself from participating in this meeting due to a conflict of interest (owns some A. T. & T. stock). Meeting was then held at 7:53 p.m. with Dennis Moreau, representing A. T. & T. to discuss erecting on Town House property a wireless tower as a flag pole. Also present was Fire Chief Peter Phaneuf and Veterans' Agent Irene Tibert. This will be a 129 foot tower and will have to be lighted. The equipment would be placed in the basement of the Town House. The old flag pole will be removed. A. T. & T. consider the Town House property the perfect spot for a cellular tower. Many details have to be worked out. The next step would be a Request For Proposal (RFP), then choose a carrier, then that carrier would apply for a ZBA Permit. More than one carrier could be on the pole. Chairman Parry and Selectman Coombs VOTED that the Town Administrator is to proceed with the

RFP for the purpose of placing a flag pole at the Town House which would include a wireless communication facility.

8:10 p.m. Selectman Christensen returned to the table.

8:10 p.m. to 9:55 p.m. Meeting was held with Dan Levine et al of S E A Consultants Inc. to discuss preliminary design of sidewalks on Parkerville Road and overpass on Route 9.

9:22 p.m. Chairman Parry left the meeting and Selectman Christensen took over the meeting as Chairman Pro Tem.

Regarding the installation of school flashing lights on Deerfoot Road, DPW John Boland. stated that this will be discussed at the December 15 Selectmen's meeting. Regarding crossing Route 9, S E A presented a hand-out "Project Goals" which showed three different proposals and cost of construction, i.e. underpass tunnel and ramps, overhead bridge, ramps and stairs, elevator and stairs; bridge, ramps and stairs; and bridge, elevator and stairs. Mass. Highway is not in favor of the underpass tunnel nor the elevator models. Each plan would include three miles of sidewalks along Parkerville Road and neighboring streets which, with the pedestrian bridge, would connect north and south portions of Parkerville Road and lead to the various schools. Estimated cost of the sidewalk project is \$1.2 million in addition to the overpass cost. State funds totaling \$500,000 have already been approved in a Transportation Bond Bill and would cover the majority of the overpass costs. Selectmen suggested perhaps it could be designed to look like a covered bridge. Kevin Moran, Chairman of the Roads Safety Committee, was present. His committee will review the ATM Article to see if it excluded an option for the bridge to include cars.

9:55 p.m. to 10:25 p.m. Linda Hubley presented a petition from residents of Southville Road, Highland Street, Bridge Street and Wood Street with concerns with the speed and volume of traffic on Southville Road, etc. Short term solution: ask Police Chief William Colleary to enforce the speed limit and also to check out which company's trucks are speeding. DPW Superintendent John Boland suggested that perhaps S E A Consultants should quote the cost of including in its study a major portion of that neighborhood. Traffic Study Committee could look into this issue.

MINUTES APPROVED

Board VOTED 2-0-0 (Chairman Parry not present for Agenda Items) to approve November 10, 17, 20, 1998 Minutes.

RESIGNATIONS

Southborough Scholarship Advisory Committee. Robin Denman resigned effective 11/19/98.

DONATIONS (In Lieu of Taxes)

Check for \$22,967.98 was received from New England Center for Children (second half).

APPOINTMENTS

Constable (for the purpose of serving civil process). Board VOTED 2-0-0 to appoint Jerrald M. Vengrow, 20 Arlene Drive, Framingham, MA 01701, his term to expire 12/7/99.

Sealer of Weights and Measures. Board VOTED 2-0-0 to appoint Peter C. Johnson (Building Inspector), 37 Minuteman Road, Acton, MA 01720, his term to expire 12/1/99.

Cable Television Committee. Board VOTED 2-0-0 to appoint Warren K. Palley, 41 Constitution Drive, his term to expire 6/30/99.

Recycling Committee. Board VOTED 2-0-0 to appoint Wynne R. Lundblad, 85 Main Street, her term to expire 6/30/99.

POLICE UNION CONTRACT

Board VOTED 2-0-0 to sign Agreement Between the Town of Southborough and Massachusetts Coalition of Police/Local #167 for Fiscal 1999-2001 plus Memorandum of Agreement. Contract will include \$28 for police detail.

LICENSES

Common Carrier License. Board VOTED 2-0-0 to grant to Michael Gulbankian d/b/a Gulbankian Bus Lines, 40 Mt. Vickery road, Southborough, a License to operate Motor Vehicles for the Carriage of Passengers for Hire over the following route in Southborough: "On Interstate Highway 495 between the Southborough/Westborough Town Line and the Southborough/Marlborough Town Line.

Ipanema Restaurant, 106 Southville Road. Board received a letter from Carlos A. Silva requesting that the restaurant's closing hours be extended on Friday nights from 12 a.m. to 1:00 a.m. and that the closing hour on New Year's eve be extended to 1:00 a.m. as well. The Board VOTED 2-0-0 to allow Mr. Silva to extend his closing hour on New Year's Eve to 1:00 a.m. When the Board receives from the Alcoholic Beverages Control Commission the approval of the transfer of this license to Mr. Silva, then it will consider his request to extend the closing hour on Friday nights from 12:00 a.m. to 1:00 a.m. Police Chief W. J. Colleary to be so notified.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

125	3,986.30	11/25/98	SCHOOL CAFETERIA
126	53,307.50	11/25/98	SCHOOL PAYABLES
127	66,226.41	11/25/98	SCHOOL PAYABLES
128	154,074.19	11/24/98	FEDERAL TAX
129	7,008.10	11/25/98	MONTHLY TOWN PAYROLL
130	117,632.64	11/25/98	TOWN PAYROLL
131	243,609.18	11/25/98	SCHOOL PAYROLL
132	<u>261,430.74</u>	11/25/98	SCHOOL BUILDING PROJECT
TOTAL	907,275.06		

133	261,712.24	12/04/98	TOWN PAYABLES
134	23,993.70	12/01/98	FEDERAL TAX
135	<u>70,285.91</u>	12/02/98	TOWN PAYROLL
TOTAL	355,991.85		

10:36 p.m. Meeting adjourned.



Marjorie R. Putnam
Assistant to Town Administrator

[S:\selmin\98mtgs\December 1]

[Approved by Selectmen December 15, 1998]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, December 15, 1998

7:00 p.m. to 7:40 p.m. Board met in Executive Session in Conference Room A regarding the Schipper property, 48 Fisher Road. Only people present were Chairman David W. Parry, Selectman William J. Christensen, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Town Counsel Frederick A. Busconi.

7:40 p.m. Board reconvened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

7:40 p.m. Chairman welcomed students from Fay School and their teacher. The students are studying Government law and wanted to attend a Selectmen's meeting..

7:40 p.m. to 7:50 p.m. Stephen T. Johnson, Executive Director of Sudbury Valley Trustees, Inc., read a statement dated December 15, 1998, regarding the Schipper farm. Chairman Parry stated that Mr. Johnson did not attend the Executive Session. Mr. Johnson's statement informed the Selectmen that SVT still does not have the necessary permits from the Planning Board and the Conservation Commission as specified in the purchase and sales agreement. The Schippers refused to grant an extension. Therefore SVT requested the return of its deposit and has received it. It is Mr. Johnson's opinion that the purchase and sales contract is dead. Mr. Johnson would like the Selectmen to (1) not release the Chapter 61-A lien, (2) take affirmative action to require the landowner to furnish notice to the town of his intent to convert the property, and (3) to exercise the town's option to purchase the property when the notice to convert the Schipper farm is received.

Chairman asked Mr. Johnson to put this statement in writing. This will then be submitted to the Town Counsel.

8:05 p.m. to 8:35 p.m. Kevin Giblin (developer) and Mike Sullivan (Connorstone Consulting Engineers) gave an update re Mr. Giblin's request to rezone residential property that abuts 9/90. Mr. Sullivan stated that letters were sent to direct abutters. Meetings were held with neighbors and input has been received from them. Lee Bartolini (abutter) was present) and he was assured that there will be no access on Oak Hill Road. Surface water solutions were discussed (to aid Brook Lane). Groundwater solutions were discussed such as catch basins, etc. Mr. Giblin would like the Board of Selectmen to sponsor the ATM warrant article. Usually the Planning Board holds zoning amendment public hearings. Town Administrator will check with Town Planner Wayne Thies regarding who has to hold the public hearings.

8:35 p.m. to 9:10 p.m. DPW Superintendent John W. Boland spoke re **traffic improvements in the School Safety Zones**. Board noted December 15 letter from Mr. Boland reporting the status

of the various aspects of the plan such as signage, pavement markings, school flashing lights and relocation of other signal lights. Immediate issue relative to the Neary-Trottier School Safety Zone is funding in the amount of \$27,979.25. The low bidder was submitted by Traffic Systems Co., Inc. in the amount of \$15,000. Mr. Boland recommends awarding the contract to Traffic Systems pending identification of a funding source. Board asked that a letter be sent to the School Building Committee as it is the Selectmen's understanding that funds were included in the budget for the Trottier School to install and relocate traffic controls in the Neary-Trottier School Safety Zone and the Finn School Safety Zone. Funds are needed for new flashing lights and relocation of existing flashing lights (\$19,000) plus outstanding bills (\$8,979.25 paid for items already installed). Total amount of funding needed is \$27,979.25. Contracts will be awarded when these projects are funded.

Mr. Boland then spoke about S E A's proposal (dated 12/15/98) for Engineering Design Services associated with roadway and intersection improvements along Southville Road in the vicinity of Parkerville Road. Cost of work: \$5,500.00. This Scope of Work for Southville Road Traffic Study is to be sent to Kevin Moran (Chairman of Road Safety Committee), Robert Maiorana (School Building Committee) and Linda Hubley (210 Southville Road) asking them to review it and to forward any comments to the Selectmen by January 8, 1999.

CHAIRMAN OF BOARD OF SELECTMEN

Selectman William Christensen made a Motion that Selectman David A. Coombs be Chairman of the Board effective January 1, 1999. VOTE: 2-0-1. Selectman Coombs did not vote.

MINUTES APPROVED

Board VOTED unanimously to approve December 1, 1998 Minutes.

Board VOTED unanimously to approve Executive Session Minutes of 12/1/98 (not to be released)

RESIGNATION

Board accepted resignation of Charles F. Hamel as Animal Control Officer. His projected time of retirement will be June 30, 1999. Rental of his kennel space will no longer be available. However, Framingham is willing to help Southborough regarding stray dogs and will charge the same kennel rental fee as Southborough. The Framingham Dog Officer has offered to help with the replacement hiring process.

APPOINTMENTS

Board VOTED unanimously to reappoint the following to the **Southborough Cultural Arts Council**:

- Lynn J. McKay, 10 Ledge Hill Road, her term to expire December 17, 2000
- Martha M. Henderson, 4 Skylar Drive, her term to expire Dec. 21, 2000
- Cheryl A. Griffiths, 1 Country Lane, her term to expire December 21, 2000

Board VOTED unanimously to create an ad hoc committee to be called “**Municipal Land Committee**”. The committee will consist of a representative or a designee of the following Boards/Committees:

1. Board of Selectmen
2. Planning Board
3. A member of either the Advisory Committee or Capital Budget Planning Committee
4. Recreation Facilities Committee
5. Open Space Preservation Commission.

The committee’s first charge will be to evaluate the RFP’s.

Re: Procedure to appoint Algonquin Regional High School students to Southborough High School Study Committee. The Board does not want to add new voting members to the committee at this time. However, the Board VOTED unanimously that a letter is to go to John Butler, Chairman of the committee, asking him to decide on the procedure to find interested students and recommend names to be appointed as non-voting members. It is suggested that it might be appropriate to appoint a member from each class. Any names submitted by Selectmen’s next meeting on January 12, 1999, will be placed on the agenda.

CONTRACTS

At the request of the Council on Aging, the Board VOTED unanimously to renew the contract between the Town and Outreach Worker Cynthia Beard effective December 18, 1998. This has to be renewed every 30 days.)

MILEAGE REIMBURSEMENT

The Board VOTED unanimously to increase the mileage reimbursement to 32 cents per mile for all vehicles, effective January 1, 1999.

LICENSES

Johnson Turf and Golf Management, Inc. d/b/a St. Mark’s Golf Course, 36 Cordaville Road. Board VOTED unanimously to approve request to change name of manager from R. Steven Sewell to Douglas W. Johnson. This is to be forwarded to the Alcoholic Beverages Control Commission for its approval.

9:30 p.m. Chairman David W. Parry left the meeting.

9:31 p.m. Selectman William J. Christensen chaired the balance of the meeting.

1999 LICENSE RENEWALS

9:31 p.m. Chairman Pro Tem William J. Christensen read December 15, 1998 report from Building Inspector Peter Johnson regarding license approvals.

The following licenses were renewed by a 2-0-0 VOTE with conditions in bold:

Club - All Alcoholic *and* Common Victualler

Fayville Athletic Assoc., Inc., Austin M. Maguire, Manager, 6 Grove Street

Package Goods Stores/Wine & Malt *and* Common Victualler

Route 9 Beer & Wine, Inc., Eric H. Spinner, Manager, 349 Turnpike Road

Capasso Farms, Inc., John F. Sherry, Manager, 118 Framingham Road

B. K. P., Inc., Ramanbhati K. Patel, Manager (formerly Fitzgerald's General Store)
110 Southville Road

Pessini Management, Inc., Justin L. Pessini, Manager, d/b/a Colony Market, 162 Cordaville Rd.
Suite 100

Package Goods Stores/All Alcoholic *and* Common Victualler

Bill's Package Store, Inc., William J. Fletcher, Manager, 7 Turnpike Rd., Fayville

William Mauro d/b/a Mauro's Market, 4 Main Street

Turnpike Food & Liquor Mart, Inc., Charles P. Kerbel, Manager, 65 Turnpike Rd., Fayville

Restaurants/All Alcoholic *and* Common Victualler

Johnson Turf and Golf Management, Inc., d/b/a St. Mark's Golf Course, 36 Cordaville Road

Amazonas Restaurant Corp. d/b/a Ipanema Restaurant and Lounge, Inc., John Shepard, Manager
106 Southville Road. **Ipanema Restaurant must comply by January 15, 1999 with Fire
Prevention Officer Captain Mauro's 12/15/98 report.**

Cork's, Inc. d/b/a Owen O'Leary's, Kevin F. Gill, Manager, 50 Turnpike Rd., Fayville

County Line Enterprises, Inc. d/b/a Carpenters', Deborah S. Mayo, Manager, 1 Southville Rd.

White's Corner Restaurant, Inc., Tina M. Rossi, Manager, 154 Turnpike Road

Restaurant/Wine & Malt *and* Common Victualler

Southboro House of Pizza, Inc., Christos A. Baltas, Manager, 5 Main Street

Station II Pizzeria & Grill, Inc., Costa A. Baltas, Manager, 162 Cordaville Rd., Suite 140
Building Inspector is to enforce the issue of complying with the building/plumbing code.

Richard E. Gentile dba Ben's Deli, 7-B Turnpike Road, Fayville

Common Victuallers Only:

Mary T.'s and Bar-B-Q Express, Inc., 150 Framingham Road **No action on this renewal. They are not open for business.**

Luncheon Corp. of America d/b/a McCarthy's Southboro News, Scott McCarthy, Owner,
2 Main Street

Ren-Rod Enterprise d/b/a Subway of Southboro, 21-A Turnpike Road, Fayville

Trisha Breault d/b/a Domino's Pizza, 21-C Turnpike Rd., Fayville

Anthony Miller d/b/a Mama Rosa's Pizza & Subs, 90 Southville Road

Cottage Catering, Inc. d/b/a Red Barn Coffee Roasters, Mark Verrochi, Treas., 205 Turnpike Rd.

Red Barn Coffee Roasters, Inc., Mark Verrochi, President, 220 Turnpike Road (Rt. 9 West)
This license will be issued upon Board of Selectmen receiving a copy of his occupancy permit.

SouthDonuts, Inc. d/b/a Dunkin Donuts, Konstantino A. Skrivanos, Owner,
162 Cordaville Rd., Suite 120

Class I Automobile Dealer Licenses
(new and second-hand vehicles)

Petry Equipment, Inc., 30 Southville Road. **Petry must comply by January 15, 1999 to correct serious violations of Mass. Fire Prevention Regulations as stated in 12/15/98 report from Fire Prevention Officer Captain John D. Mauro, Jr.**

Tri State Freightliner, Inc., 218 Turnpike Road. **Building Inspector is to continue making sure that Mr. Holmes is in compliance with the recent zoning decision.**

C W Equipment Co., Inc., 218-A Turnpike Road

Farrell Motors, Inc. d/b/a Farrell Volvo, 78 Turnpike Road. **Re: 251 Turnpike Road, Building Inspector is to enforce the sign violation.**

Eagle Leasing Co., The, 258 Turnpike Road

Ingersoll-Rand Company, 300 Turnpike Road

Class II Automobile Dealer Licenses

(second-hand vehicles only)

Ted's of Fayville, Inc., 5 Park Street **Building Inspector is to enforce zoning code.**

Ellis Imports, Inc., 12 Newton St. and 41 Turnpike Road

Watson's Auto Body, Inc., 355 Turnpike Road

Automatic Amusement Device Licenses

Cork's, Inc. d/b/a Owen O'Leary's, Kevin F. Gill, Mgr. (8 video games)

50 Turnpike Road, Fayville

Sunday Entertainment Licenses

Amazonas Restaurant Corp. d/b/a Ipanema Restaurant and Lounge, Inc., John Shepard, Manager

106 Southville Road **No action on this. Paper work was not completed by Ipanema.**

County Line Enterprises, Inc. d/b/a Carpenters', Deborah S. Mayo, Manager, 1 Southville Rd.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

136	19,480.24	12/11/98	TOWN PAYABLES
137	13,367.34	12/11/98	SCHOOL BLDG. PROJ.
138	78,434.32	12/08/98	FEDERAL TAX
139	67,782.73	12/09/98	TOWN PAYROLL
140	<u>234,400.06</u>	12/11/98	SCHOOL PAYROLL
TOTAL	413,464.69		
141	6,160,321.43	12/18/98	TOWN PAYABLES
142	9,653.68	12/18/98	SCHOOL CAFETERIA
143	18,584.29	12/18/98	SCHOOL FY98 ENCUM/GRANT
144	35,046.43	12/18/98	SCHOOL PAYABLES
145	42,081.69	12/18/98	SCHOOL BLDG. PROJ.
146	24,479.09	12/15/98	FEDERAL TAX
147	<u>70,994.48</u>	12/16/98	TOWN PAYROLL
TOTAL	6,361,161.09		

10:25 p.m. Meeting adjourned.

Marjorie R. Putnam

Marjorie R. Putnam

Assistant to Town Administrator

[S:\selmin\98mtgs\December 15]

[Approved by Selectmen on January 12, 1999]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, December 22, 1998

Present: Chairman David W. Parry, Selectman William J. Christensen, Selectman David A. Coombs, Town Administrator Janice C. Conlin.

6:30 p.m. The Board of Selectmen convened in open session in Conference Room A of the Town House.

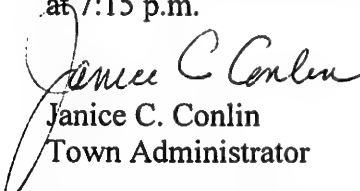
LICENSES

Amazonas Restaurant Corp. DBA Ipanema Restaurant and Lounge. The Selectmen VOTED (3-0) to approve Application for an annual License For Public Entertainment on Sunday.

OTHER BUSINESS TRANSACTED

6:35 p.m. Voted unanimously (by roll call vote) to go into executive session to consider strategy with respect to possible litigation.

The Selectmen VOTED unanimously (by a roll call vote) to adjourn the executive session at 7:15 p.m.


Janice C. Conlin
Town Administrator

[Approved by Selectmen 1/12/99]

[S:\selmin\98mtgs\December 22]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, January 12, 1999

7:10 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman David A. Coombs, Selectman William J. Christensen, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

7:44 p.m. Selectman David W. Parry arrived. (Had emergency at home.)

MINUTES APPROVED

Chairman Coombs and Selectman Christensen approved December 15 and 22, 1998 Minutes and Executive Session Minutes of December 22 (not to be released).

APPOINTMENTS

Board VOTED 2-0-0 to appoint members to ad hoc Municipal Land Committee:

- Planning Board: Walter E Mattson, 46 Flagg Rd. (daytime); Donald C. Morris, 45 Deerfoot Rd. (p.m.)
- Recreation Facilities Committee: Michael J. Sheridan, 1 Wolfpen Lane
- Open Space Preservation Commission: Alan E. S. Jones, 11 Atwood Street
- Board of Selectmen: David A. Coombs, 61 Deerfoot Road
- Advisory Committee: Martin F. Healey, 8 Upland Road

CREATE AD HOC COMMITTEE

Selectmen VOTED unanimously to create an ad hoc committee to be called "**K-8 School Building Study Committee**" and to consist of seven members: one Advisory Committee member, one School Committee member, one Capital Budget Planning Committee member and four citizens.

PERMITS

Board VOTED 2-0-0 to grant permits to open roads requested by:

- American Excavating Co., Inc. – open School Street to install water gates and main
- J. E. Murray, Inc. – open Parkerville Rd. to install water main connection
- Com/Gas – open Middle Road – cathodic protection.

CONTRACTS

Board VOTED to renew the contract between the Town and Council on Aging Outreach Worker Cynthia Beard for the next 30-day period, effective January 18, 1999.

MERIT INCREASES

Board VOTED (2-0-0) 5% merit increases for the following:

- Jean M. Johnson (DPW) from \$12.78/hr. to \$13.42/hr. effective 1/2/99
- Kathleen O'Brien (Conservation) from \$13.42/hr. to \$14.09/hr. eff. 12/18/99

INTERNET POLICY (including E-Mail)

Board VOTED 2-0-0 to adopt "*Town of Southborough Employee Use of the Internet Policies and Procedures*" as presented. The Selectmen would like the Systems Manager to prepare a plan as to how monitoring will be done. This plan should be submitted to Town Administrator Janice Conlin for her review and should include under what conditions the monitoring will be done, how often it will be done, what software tools will be used, etc.

SCHEDULED MEETINGS

7:10 p.m. to 7:30 p.m. **Re: Change in assessment date.** Board met with Board of Assessors: Kirk Carter (Chairman), Arthur Sisson, Paul Cibelli and Principal Assessor Arthur Holmes. The Assessors discussed and asked for the Selectmen's support of 4/12/99 ATM Warrant Article:

"To see if the town will vote to accept the provisions of Section 40 of Chapter 653 of the Acts of 1989 to assess new buildings, structures, or other physical improvements added to real property between January second and June thirtieth for the fiscal year beginning on July first. As a result, new construction or improvements built on the parcel during the first six months of the year will now be reflected in the assessed valuation of the parcel a fiscal year earlier."

If this Article passes, more hours will be needed by the staff. Also Mr. Holmes will be retiring and will need to be replaced. He will stay on long enough to train his successor. The Selectmen approved of this Warrant Article but suggested it be proposed by the Board of Assessors rather than the Board of Selectmen as the Assessors can explain this legislation in more detail.

7:33 p.m. to 8:00 p.m. Board met with Southborough School Committee. Discussion: the enrollment is increasing and what procedure is needed to study this problem – perhaps a committee could be formed. Woodward School needs renovations. Also present were:

Advisory Committee, John Butler (Chairman of High School Study Committee), Joseph Kacevich (Chairman of Recreation Facilities Committee), Robert Melican (Supt. Of Schools), Moderator John Wilson et al. Selectmen VOTED unanimously to create an ad hoc committee to be called "K-8 School Building Study Committee" and should consist of one Advisory Committee member, one School Committee member, one Capital Budget Planning Committee member and 4 citizens. The request for four citizens to volunteer will be advertised on Channel 12. Members will be appointed at Selectmen's Meeting of January 26.

8:00 p.m. to 8:44 p.m. John Butler, Chairman of High School Study Committee, read and discussed his Status Report. This is a summary of where the project stands now. The goals were to get the facts, ensure the best options are available, present information fairly, and to recommend. However, the committee is not ready to make recommendations to the Selectmen at this time. Mr. Butler presented copies of "High School Study Committee Briefing – January 12, 1998". On this committee are: John Butler (Chairman), Joe Kacevich (who has been handling the site issues), Mary Jane Mastrangelo (who has been working on the educational issues), Tim McHugh (working on educational issues), Lisa Tharp (working on a number of different subjects), John Farrell (worked on a tremendous number of base analysis) and Ray Grenier (representing the Town's Advisory Committee). Committee reviewed: legal context (not a legal problem – just a political problem), demographics, Algonquin building capacity and status, operating costs, capital costs (needs further review), educational impacts of school size, siting (both the regional school and the Southborough High School), and transition issues as well as negotiation. Also presented to the Selectmen was document by H. C. Planning Consultants, Inc. "Northborough/Southborough School Enrollment Dynamics & Projections 1999-20008".

8:45 p.m. to 9:58 p.m. Shirley Lundberg, Chairman of Algonquin Building Planning Committee. She introduced members from Northborough/Southborough Regional School District Committee. Also present were members from the Advisory Committee, Capital Budget Planning Committee, and a representative from Keyes Associates. Discussed: discussed the various options (A-1, B-1, B-2, C, D, E) for either expanding the present Algonquin Regional High School facility, build all new facility on existing site, build all new facility on site to be determined, or renovate existing facility.

10:00 p.m. Selectman Parry left the meeting.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

148	78,166.40	12/22/98	SCHOOL PAYABLES
149	40,942.98	12/22/98	SCHOOL PAYABLES
150	80,005.61	12/22/98	FEDERAL TAX
151	240,802.89	12/23/98	SCHOOL PAYROLL
152	<u>64,574.46</u>	12/23/98	TOWN PAYROLL
TOTAL	504,492.34		

153	446,597.36	1/01/99	TOWN PAYABLES
154	83,759.84	1/01/99	CHAPTER 90
155	63,002.93	12/30/98	TOWN PAYROLL
156	8,158.21	12/30/98	MONTHLY TOWN PAYROLL
157	<u>83,391.09</u>	12/29/98	FEDERAL TAX
TOTAL	684,909.43		

158	2,648.63	1/08/99	BELL ATLANTIC/M.C.I.
159	82,788.54	1/05/99	FEDERAL TAX
160	67,504.43	1/06/99	TOWN PAYROLL
161	241,851.36	1/08/99	SCHOOL PAYROLL
162	70,907.87	1/08/99	TOWN PAYABLES
163	<u>2,520.00</u>	1/08/99	SCHOOL BLDG. PROJ.
TOTAL	468,220.83		

164	56,392.22	1/15/99	SCHOOL PAYABLES
165	492,846.36	1/15/99	SCHOOL BLDG. PROJ.
166	84,132.54	1/15/99	TOWN PAYABLES
167	25,647.36	1/12/99	FEDERAL TAX
168	<u>74,574.07</u>	1/13/99	TOWN PAYROLL
TOTAL	733,592.55		

10:20 p.m. Meeting was adjourned.



Marjorie R. Putnam
Assistant to Town Administrator

[S:\selmin\99mtgs\January 12]

[Approved by Selectmen March 23, 1999]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, January 26, 1999

7:30 p.m. Convened in Conference Room A, first floor of the Town House.

Present: Chairman David A. Coombs, Selectman William J. Christensen, Selectman David W. Parry, and Town Administrator Janice C. Conlin.

7:32 p.m. Roll call vote was taken to go into Executive Session to discuss a concern with Special Counsel. Three Selectmen voted aye.

8:00 p.m. Selectmen VOTED unanimously (by roll call vote) to reconvene in open session. Board met with Fred Scott (member of Americans With Disabilities Committee) who requested funds to hire a consultant.

OTHER BUSINESS CONDUCTED

Executive Session Minutes of January 14, 1999 (not to be released) were approved by a unanimous VOTE.

Selectmen VOTED unanimously to award to Access Plus, 691 South Street, Amherst, MA 01002, the contract to evaluate the Americans with Disabilities Act transition plan for the buildings A through K for a total of \$4,600 as per proposal form.

Special State Primary Notification. Selectmen VOTED unanimously to sign.

Appointment. Board VOTED unanimously to appoint Janice C. Conlin, 20 Pinecone Lane, as the Board's representative on the School negotiating team

Merit Increase. Board VOTED unanimously to grant a 5% merit increase for Fire Department Administrative Secretary Susan Chorey. Her new rate will be \$14.68/hour effective January 13, 1999.


Re: Adoption of policy "Pre-employment Physicals and Medical Care for Injured on Duty Accidents" – Board tabled action on this to February 9.

Proposed MBTA Station. Selectman David Parry reported that he met with MBTA official Mike Stoffel and Whitney Beals of S.V.T. regarding issues concerning the pond near the proposed station, sidewalks and access road. It was determined that the Town will mark the historic structure remaining on that property. Selectman William Christensen noted that the MBTA had not responded to our letter confirming the agreements reached for mitigation. He requested that another letter be sent to MBTA requesting confirmation in writing then the Board will be willing to take a vote to accept the proposed station.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

169	30,779.47	1/22/99	SCHOOL PAYABLES
170	4,199.44	1/22/99	SCHOOL CAFETERIA
171	80,060.22	1/19/99	FEDERAL TAX
172	67,315.92	1/20/99	TOWN PAYROLL
173	<u>236,068.04</u>	1/22/99	SCHOOL PAYROLL
TOTAL	418,423.09		
174	75,689.68	1/29/99	SCHOOL PAYABLES
175	9,143.78	1/29/99	MIDDLE/FINN PROJECTS
176	82,622.84	1/26/99	FEDERAL TAX
177	7,648.10	1/27/99	MONTHLY TOWN PAYROLL
178	75,519.28	1/27/99	TOWN PAYROLL
179	2,815.60	1/29/99	BELL ATLANTIC/M.C.I.
180	<u>135,043.43</u>	1/29/99	TOWN PAYABLES
TOTAL	388,482.71		

10:00 p.m. Meeting adjourned.


Janice C. Conlin
Town Administrator

[s:\selmin\99mtgs\January 26]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, February 9, 1999

7:00 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman David A. Coombs, Selectman William J. Christensen, Selectman David W. Parry, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

APPOINTMENTS

Fayville Village Hall Committee. Selectmen VOTED unanimously to appoint Leah Alea (Council on Aging) and Laurie Sugarman-Whittier (Youth Commission Co-Director) as ex-officio members, their terms to expire 6/30/99. There is one vacancy caused by the death of member Caesar Ghiringhelli.

K-8 School Building Study Committee appointments were postponed at this time due to the fact that no citizens-at-large have submitted their names. When names have been received, appointments will be made.

LICENSES

Common Victualler's License. Board VOTED unanimously to issue this license as requested by Ralph Iannone d/b/a Mary T.'s and Bar-B-Q Express, 150 Framingham Road (approved by Fire Captain John Mauro, Jr.).

Ipanema Restaurant (106 Southville Road) and Petry Equipment (30 Southville Road). Board noted that neither establishment have complied with correcting fire violation items listed by Captain John D. Mauro, Jr. (Fire Prevention Officer) in his Fire Department Inspection Report. Town Administrator will check with Town Counsel to find out how to remedy this issue, that it has been reported to the Selectmen that the Fire Department has had problems getting them to comply with fire safety regulations.

CONTRACTS

Council on Aging. Board VOTED unanimously to renew contract for Outreach Worker Cynthia Beard, effective February 18, 1999 (monthly renewal).

DONATION

Chapel of the Cross. Board VOTED unanimously to accept \$1,200 donation to be divided (at request by Chapel of the Cross): \$400 to Police Department, \$400 to Fire Department and \$400 to Department of Public Works.

POLICY ADOPTED

Pre-employment Physicals and Medical Care for Injured-on-Duty Accidents. Board VOTED unanimously to adopt this policy effective February 9, 1999:

POLICY

PRE-EMPLOYMENT PHYSICALS AND

MEDICAL CARE FOR INJURED ON DUTY ACCIDENTS

All Town of Southborough Departments who offer a town position to a prospective employee shall do so contingent upon the prospective employee completing and passing a physical at MetroWest Occupational Medicine, Inc., 28 Worcester Road, Framingham, MA.

With the exception of injuries requiring immediate emergency room treatment, all employees that are injured shall be encouraged to go or be transported to MetroWest Occupational Medicine, Inc., 28 Worcester Road, Framingham, MA before returning to work. If an employee refuses to go to MetroWest, he/she must not be permitted to return to work until a medical professional indicates in writing that the employee is capable of returning to work. If an employee elects to go for treatment to a medical office other than MetroWest Occupational Medicine or if he/she is injured on duty and is transported by ambulance to another medical facility, the supervisor or department head is required to call MetroWest Occupational Medicine, Inc. at 508-626-0386 as soon as possible to report the injury and where the injured employee is being treated.

REVOLVING INSPECTIONS

Board VOTED unanimously an additional \$30,000 to cover payments to inspectors to June 30, 1999 (under Revolving Inspections, Chapter 44, section 53 E ½) at the request of Town Accountant Dorothy Phaneuf.

SCHEDULED MEETINGS

7:00 p.m. to 7:04 p.m. Brief Meeting with Joseph Hubley, President of the Fire Union. Also present was Firefighter P. J. Phaneuf. Mr. Hubley requested an hour of the Board's time to discuss in open session the subject of public safety issue at the next meeting of the

Board. Board agreed to schedule an hour on February 23, 1999 from 7:05 p.m. to 8:05 p.m.

7:05 p.m. to 7:10 p.m. Hearing on application to transfer Package Store/All Alcoholic Beverages License **from** William Mauro d/b/a Mauro's Market, 4 Main Street, to Mauro's Market, Inc., Steven Mauro, Manager. Present were: William Mauro and Steven Mauro. William Mauro explained that he plans to retire and wants to turn the store over to his son Steven. Board noted that all supporting documents were in order. Therefore, the Board VOTED unanimously to approve this transfer. Documents are be forwarded to the Alcoholic Beverages Control Commission for its approval.

7:30 p.m. to 8:08 p.m. Board met with Planning Board members Walter Mattson, Donald Morris and Town Planning Wayne Thies. Discussion was Southborough's future growth and how to cope with home building and the resulting population growth. Mr. Thies stated that preserving land for municipal use and as undeveloped property is critical to maintain the town's character. Southborough has grown more than 20 percent from 1990 to 1997. The Town does not own any land that can be used for municipal purposes or open space. As population increases, so will the need for elderly housing, larger schools and cemeteries. If the Town doesn't act quickly, there will not be any land for it to acquire. Selectmen are waiting to hear from the Municipal Land Committee which was appointed to solicit the public for plots of five acres or more.

8:08 p.m. to 8:35 p.m. Board met with Road Safety Committee member Harold Kiess. He presented to the Selectmen a memo from Kevin Moran (Chairman of the Committee) regarding the Annual Town Meeting warrant articles proposed by the Road Safety Committee. DPW John Boland was also present. The discussion centered around the five Articles which the committee is proposing:

- ◆ Engineering and constructing road improvements at the intersection of Parkerville and Richards Roads.
- ◆ Improving the intersection of St. Mark's Road and Marlboro Road
- ◆ Posting of stop signs in the Finn School-Mooney Field recreation campus including Southville, Woodland and Woodbury Roads
- ◆ Sidewalk construction and improvement on Parkerville Road from Fairview Drive to Finn School excluding any plans within the Finn School construction project
- ◆ Engineering and designing a minimally intrusive vehicle crossing of Route 9 west of Route 85 and east of Deerfoot Road.

OTHER BUSINESS TRANSACTED

Board noted January 11 letter received from Marlborough Mayor William J. Mauro, Jr. regarding the possibility of implementing a **commuter rail service along freight rail right-of-way called Fitchburg Secondary**. He suggested a Task Force consisting of a Local Official (Town Administrator, Selectman, Planner), Business Representative, Neighborhood Representative and an Interest Group: Council on Aging. Wayne Thies,

Town Planner said he would be willing to serve. Letters will be sent to the Business Association and the Council on Aging asking for volunteers to serve on this Task Force.

Board noted February 3 letter from Attorney James D. Hanrahan, Special Legal Counsel, from Bowditch & Dewey regarding **Schipper Farm, Fisher Road**, Chapter 61A issues. After viewing all the documents, he is of the opinion that the termination of the agreement by Sudbury Valley Trustees also acted to terminate the Town's rights under Chapter 61A.

MBTA. Selectmen signed letter to Michael A. Stoffel, Project Mgr./Design & Construction, MBTA, requesting that he confirm with the Selectmen his intended schedule. Also the Board would like a confirmation in writing MBTA's agreement with Selectmen's record of the meeting held on July 1, 1998 which was held in Representative Barbara Gardner's office with General Manager Bob Prince and Mr. Stoffel. The Minutes stated the agreements that were reached on the outstanding issues. The Board feels that it must have confirmation of these items before approving locating a station in Southborough.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

181	69,435.68	2/05/99	TOWN PAYABLES
182	71,141.57	2/05/99	SCHOOL PAYABLES
183	19,892.15	2/05/99	MIDDLE/FINN PROJECTS
184	78,889.96	2/02/99	FEDERAL TAX
185	64,322.51	2/03/99	TOWN PAYROLL
186	237,233.09	2/05/99	SCHOOL PAYROLL
187	3,097.34	2/05/99	SCHOOL CAFETERIA
188	26,931.17	2/05/99	SCHOOL PAYABLES
TOTAL	570,943.47		
189	64,495.67	2/12/99	TOWN PAYABLES
190	66,551.87	2/10/99	TOWN PAYROLL
191	22,859.21	2/09/99	FEDERAL TAX
TOTAL	153,906.75		

8:40 p.m. Board VOTED unanimously by roll call vote to go into Executive Session re consideration to purchase, exchange, lease or value of real property. They will not return to open session.

Marjorie R. Putnam

Marjorie R. Putnam
Assistant to Town Administrator

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, February 23, 1999

7:30 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman David A. Coombs, Selectman William J. Christensen, Selectman David W. Parry, and Marjorie R. Putnam (Assistant to Town Administrator).

Absent: Town Administrator Janice C. Conlin (on vacation).

ANNUAL TOWN MEETING WARRANT

Board voted unanimously to strike the "Board of Selectmen" listed as one of the proponents (with the Southborough School Committee) of Article 42 instructing the Moderator to appoint a temporary School Building Planning Committee.

Board voted unanimously to pull the five articles proposed by the Roads Safety Committee and place them in a Special Town Meeting Warrant (within the Annual Town Meeting).

Board then voted unanimously to close and sign the Warrant for the April 12, 1999 Annual Town Meeting.

APPOINTMENTS

K-8 School Building Study Committee (ad hoc). Board VOTED unanimously to appoint the following, their terms to expire June 30, 1999:

- David H. Davidson, 19 Skylar Drive, as a member of the Advisory Committee
- Charles Edward Gadbois, 4 Andrews Way, as a member of the School Committee
- David M. Gracia, 17 Harris Drive, as a member of the Capital Budget Planning Committee
- William M. Pezzoni, 23 Presidential Drive
- Isabelle Q. Murphy, 11 MacNeill Drive
- Joan McMahon, 6 Whistler Lane
- Arthur E. Lemire, 147 Main Street

(School Committee had approved this list.)

LICENSES

Board VOTED unanimously to issue a revised Class II Auto Dealer License to **Select Auto, Inc., Jean L. Miller**, 155 Boston Road, Suite 7 (Ms. Miller recently incorporated her business and needed to update her license). Restrictions on original license remain the same: “(1) No more than two used cars for sale on property (2) no sign shall indicate the sale of used cars.”

MERIT INCREASE

As recommended by Police Chief William J. Colleary, the Board of Selectmen VOTED unanimously a 5% merit increase for Joseph Bennett, effective February 12, 1999, his anniversary date. Current rate: \$13.94/hour. New rate: \$14.64/hour.

SCHEDULED MEETINGS

7:05 p.m. to 7:45 p.m. Meeting with Joseph Hubley, President of Permanent Firefighters Association Local 3129 of IAFF, to discuss public safety. Also present were: Captain John Mauro, Jr., Firefighter P. J. Phaneuf and Firefighter John Kendall. Read into the record were two letters received: one from Monica Corey (10 East Main Street, Southborough) and Jane Dossett (63 Pine Hill Road, Southborough) endorsing the Fire Chief's request to increase the number of permanent firefighters. Mr. Hubley presented to the Board the following documents: “Southborough Fire Department Staffing Changes and Call Volume 1971-1998”, “Staffing and Response Facts” and a copy of a 21-page statement he read to the Selectmen expressing public safety concerning the residents of the Town of Southborough. Many firefighters live out of town. Mr. Hubley feels that it is an “unsafe and dangerous condition exists within the Fire Department” due to severe lack of staffing. Selectmen stated that the Fire Department does an excellent job with the shortage of personnel. It is an issue of balancing public safety against taxing the residents and has become a budgetary problem. In the past the Fire Chief has come before the Selectmen with various personnel problems, etc. The Board has been supportive and rely on the Fire Chief's recommendation re staffing and his expertise. Selectmen felt that perhaps they should meet with the Chief to try to resolve this situation.

8:05 p.m. to 8:40 p.m. Meeting with Carlos Silva and his Attorney John O'Brien representing the Ipanema Restaurant, 106 Southville Road. Also present was Police Chief William J. Colleary. The restaurant hours at present: Monday through Friday – close at 12 a.m. Saturday and Sunday, the restaurant is open until 1 a.m. Attorney O'Brien requested that the Ipanema Restaurant increase its hours to 1 a.m. Wednesday through Friday. Selectmen noted two letters received from Police Chief Colleary: (1) letter dated 12/01/98 recommending that the Board maintain the hours of operation and should not be allowed to increase their hours to a 1:00 a.m. closing. It was okay to allow

them to extend the hours for New Year's Eve. (2) letter dated 2/4/99 stating that the noise continues at the Ipanema and at times there are parking problems...and any increase in business hours will bring added noise, crowds, and problems.

When asked the status of the Request to Transfer this license to Carlos Silva, Attorney O'Brien said he was in touch with the Alcoholic Beverages Commission and is trying to resolve the problem.

Selectman Christensen made a Motion to allow Ipanema to be open until 1 a.m. on Friday evenings until July 1, 1999 when the Board will again review this request. If the Board receives any complaints, this vote will be revoked. **Motion died for lack of second.**

Board VOTED unanimously to table the request to extend the closing hours of the Ipanema and to send a notice to the neighbors regarding this request and that action will be taken by the Board on Tuesday, March 23, at 8:30 p.m.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

192	5,702.20	2/19/99	MIDDLE/FINN PROJECTS
193	11,426.43	2/19/99	TOWN PAYABLES
194	2,872.88	2/19/99	BELL ATLANTIC/M.C.I.
195	79,264.36	2/16/99	FEDERAL TAX
196	63,883.59	2/17/99	TOWN PAYROLL
197	<u>242,028.20</u>	2/19/99	SCHOOL PAYROLL
TOTAL	405,177.66		
198	100,487.30	2/26/99	MIDDLE/FINN PROJECTS
199	29,441.98	2/26/99	SCHOOL PAYABLES
200	4,148.81	2/26/99	SCHOOL PAYABLES
201	688,280.41	2/26/99	TOWN PAYABLES
202	78,136.55	2/23/99	FEDERAL TAX
203	64,066.00	2/24/99	TOWN PAYROLL
204	<u>7,008.10</u>	2/24/99	MONTHLY TOWN PAYROLL
TOTAL	<u>971,569.15</u>		

8:41 p.m. Meeting adjourned.

Marjorie R. Putnam

Marjorie R. Putnam
Assistant to Town Administrator

mrp

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, March 9, 1999

7:00 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman Pro Tem William J. Christensen, Selectman David W. Parry, and Town Administrator Janice C. Conlin.

Absent: Chairman David A. Coombs (out of town) and Marjorie R. Putnam (Assistant to Town Administrator).

SCHEDULED APPOINTMENTS

7:20 p.m. Meeting with developer Kevin Giblin regarding Schipper Property, Fisher Road. Present: Attorney Bill Pezzoni, Engineer Mike Sullivan and Bill Depietri (Rosewood Development Co.). Mr. Giblin is preserving the open field area by the street. 40% of the 40 acres will remain in open space. He stated that a double-barrel road as requested by the Fire Chief Peter Phaneuf will be the access to the development.. The development will contain 53 units (156 bedrooms) of over age 55 housing. Included in that number, 2 units will be reserved for employees of the Town of Southborough) for a year and 4 units for Southborough residents for 60 days, then the 4 units will be held at the base price for a year. The architecture will be County English style similar to housing on Andrews Way (clapboard with wood shakes). Mr. Giblin felt that this over age 55 development will be approved by the ZBA because it is located in a different quadrant of Town than the other approved projects. He is willing to construct walkways to Andrews Way and there will be a buffer zone to screen the project from Andrews Way. He will install town water and drainage. He also stated that he could build 18 single-family homes by right and the property would hold more than double the number of units he is proposing. Mr. Giblin promised a significant donation to the Town for recreation facilities.

7:45 p.m. Meeting with Recreation Facilities Committee. Members present: Joseph Kacevich (Chairman), Daniel Daluise and Jack Merrill. The Committee discussed their proposed ATM warrant article #46 and the recreation field inventory projection.

OTHER BUSINESS TRANSACTED

MINUTES APPROVED

Selectmen voted 2-0-0 to approve Minutes of February 23, 1999.

CONTRACTS

Grounds Maintenance Contract. Town Administrator stated that three bids were received as follows:

- Doug Curtiss Landscape Designing, Inc., 81 Mt. Vickery Road, Southborough, MA. Grand total of this bid: \$91,856.00.
- Centre Landscape, P. O. Box 286, Ashland, MA 01721. Grand total of this bid: \$86,350.00.
- Robinson's Landscaping, P. O. Box 441, Westborough, MA 01581. Grand total of this bid: \$72,921.00, considerably lower than the other two.

It is recommended that the Grounds Maintenance Contract for March 15, 1999 to December 31, 1999, be awarded to **Centre Landscape, P. O. Box 286, Ashland, MA 01721 at \$86,350.00** based on the following facts:

1. Robinson's Landscaping was not acceptable because he did not attend the mandatory bidder's conference. That was when Bridget Gilleney (Cemetery Supervisor and Supervisor of this contract) took all of the contractors around to each and every location so that they would understand the scope of the work to be done. He didn't come to that even though it was mandatory.
2. Bridget Gilleney recommends Centre Landscape based on his references. She called all his references this year and she also did last year and all still had good reports on this contractor.
3. Centre Landscape is \$5,506.00 less than Doug Curtiss Landscape Designing, Inc.

Total for Grounds Maintenance Contract last year was \$74,149.00. Attached to memo to the Selectmen was a memorandum dated March 9, 1999 from Bridget A. Gilleney and a spreadsheet with showed the breakdown on each one of the contractors and what they bid on the various items.

Gentleman from Robinson's Landscaping said "that bid was opened and accepted at the opening so wouldn't that mean that we are qualified to bid? Mrs. Conlin answered, "I don't believe so because there was a mandatory bidders conference. I checked with Town Counsel and if you weren't in attendance at that, we cannot accept your bid."

Selectman David Parry made a Motion to accept the bid of Centre Landscape, P. O. Box 286, Ashland, MA, for a grand total of \$86,350.00. Chairman Christensen seconded the Motion. VOTED: in favor (2-0-0).

◆◆◆◆

Board VOTED (2-0-0) to renew **contract between the Town of Southborough and Outreach Worker Cynthia Beard** (renews contract for the next 30-day period, effective March 20, 1999).

◆◆◆◆

As the Police Union has finally signed its contract, and as recommended by Attorney D. Moschos, the Board VOTED (2-0-0) to pay the increased pay and other monies due to the officers under the labor contract for Massachusetts Coalition of Police Local #167.

APPOINTMENTS

Board voted 2-0-0 to re-appoint John W. Boland, 12 Richards Road, as a **representative to the Central Mass. Resource Recovery Committee**, his term to expire March 15, 2000.

Board voted 2-0-0 to re-appoint Hugh Kenney, 32 Briarwood Road, Framingham, MA, as a **Constable (for the purpose of serving civil process)**, his term to expire March 17, 2000.

Board voted 2-0-0 to appoint Bonnie J. Phaneuf, 179 Middle Road, to the **Roads Safety Committee**, her term to expire 6/30/99.

MILEAGE REIMBURSEMENT RATE

Board read into the record February 12, 1999 letter from Attorney D. M. Moschos, which informed the Board that the U. S. Internal Revenue Service has revised the standard business mileage rate for which deductions may be made by employees on income taxes for business mileage. The new rate, effective April 1, 1999, is 31 cents-per-mile. It was noted that on December 15, 1998, the Board had increased the mileage reimbursement to 32 cents per mile for all vehicles, effective January 1, 1999. Motion was made and VOTED (2-0-0) to reduce travel reimbursement from \$.32 to \$.31 as per IRS effective April 1, 1999.

STM WARRANT ARTICLE

Warrant Article to change the by-law for appointing Advisory Committee members. The Moderator appoints the Committee. Presently the by-law calls for four from each Precinct (there are two Precincts in town) and one at-large member. This proposal would eliminate establishing the membership by precincts. The Advisory Committee is asking the Selectmen to sponsor this Article. The Selectmen are reluctant to support the Article as submitted by the Advisory Committee. The Town has to go through a census before a third precinct is designated (mandated after town's population reaches 8,000). Selectmen suggests that perhaps appointing three from each precinct and three citizens-at-large would be the best way to amend the by-law at this time. Selectmen tabled action on this and will discuss this issue with the Advisory Committee on March 23 at 7:15 p.m.

REDEDICATION OF INTERSECTIONS

As recommended by John C. Misener (Commander, American Legion) and Angelo C. Bertonazzi (Commander, VFW) in their letter of March 3, the Selectmen VOTED (2-0-0) to permit the rededication of the sites listed in Articles 22 and 23 in the 50th Annual

Report of the town for the year ending December 31, 1923 plus permission to erect signs in the public right of way at the following intersections:

Intersection of East Main and Newton Streets (near Marlborough Savings Bank) plus intersection of Common Street and Main Street (near Southborough Library).

SPECIAL TOWN MEETING APRIL 12, 1999

Board VOTED (2-0-0) to call a Special Town Meeting (within the Annual Town Meeting) for April 12, 1999 at 8:00 p.m. Special Town Meeting Warrant to close Friday, March 19, 1999.

CONTRIBUTIONS ACCEPTED

Board VOTED (2-0-0) to accept contributions as listed in Planning Board letter dated March 5, 1999, as follows:

1. Capasso Realty Corporation the developers of Hillside Estates have given \$2,000 to assist the Department of Public Works in improving the intersection of Hillside Ave. and Lyman Street.
2. Nichols Realty Trust (Jose Martins) the developer of Pine Hill Estates will donate \$25,000 to the Fire Department for the purchase of a large diameter fire hose and fittings that will help serve the entire Pine Hill area which currently has no public water.
3. Nichols Realty Trust will also donate, as part of their Pine Hill Estates approval, \$100,000 to the town in lieu of the required affordable housing. The funds are to be administered by the Board of Selectmen or their designee to help promote the construction of affordable housing in town.
4. Newton Street, LLC (Tony Kwan) the developer of the Newton Street Office Building will donate \$60,000, as part of the Phase II construction, to the town for improvements to the Newton St., Framingham Rd. intersection or any section of Newton Street the town feels requires improvements.
5. Richards Road Realty Trust (Kevin Giblin) the developer of Killam Farms will donate \$10,000 to the town for improvements to, or construction of, town recreation facilities.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

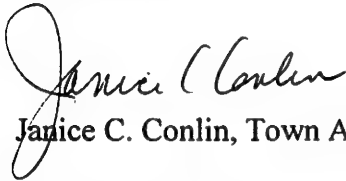
205	779,615.66	3/05/99	TOWN PAYABLES
206	75,999.21	3/02/99	FEDERAL TAX
207	62,664.98	3/03/99	TOWN PAYROLL
208	<u>233,992.43</u>	3/05/99	SCHOOL PAYROLL
TOTAL	1,152,272.28		

209	22,868.78	3/09/99	FEDERAL TAX
210	65,970.77	3/10/99	TOWN PAYROLL
211	2,855.46	3/12/99	MIDDLE/FINN PROJECTS
212	<u>111,307.38</u>	3/12/99	TOWN PAYABLES
TOTAL	203,002.39		

MAIL RECEIVED

Board noted 2/26/99 letter from Gerard P. Richer, 8 Wolfpen Lane, interested in participating on the K-8 School Building Study Committee (ad hoc). Letter is to go to Mr. Richer explaining that four citizens-at-large were appointed to this committee. However, he should feel free to attend any of the meetings. If there should be a vacancy, the Selectmen would be happy to consider appointing him at that time.

9:30 p.m. Board took a roll call vote to go into Executive Session in Conference Room A to consider the purchase, exchange or value of real property.



Janice C. Conlin, Town Administrator

[s/selmin/99mtgs/March 9]

[Approved by Selectmen March 23, 1999]

MINUTES OF EXECUTIVE SESSION
BOARD OF SELECTMEN

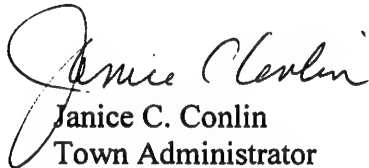
Tuesday, March 9, 1999

Present: Chairman Pro Tem William J. Christensen, Selectman David W. Parry and Town Administrator Janice C. Conlin, and Assistant to Town Administrator.

Absent: Chairman David A. Coombs (out of town).

9:25 p.m. By a roll call vote, the Board of Selectmen VOTED (2-0-0) to enter into negotiations to purchase 40 Central Street, Fayville, MA.

9:30 p.m. Board adjourned the Executive Session.



Janice C. Conlin
Town Administrator

[Approved by Selectmen 3/23/99]

[S/Select/executive session/99/March 9]

**MINUTES OF MEETING
BOARD OF SELECTMEN
Fire Headquarters, 21 Main Street
Monday, March 22, 1999**

7:00 p.m. Convened in Fire Memorial Hall in Fire Headquarters.

Present: Chairman David A. Coombs, Selectman William J. Christensen, Selectman David W. Parry (arrived at 7:20 p.m.), and Town Administrator Janice C. Conlin.

Absent: Marjorie R. Putnam (Assistant to Town Administrator).

SCHEDULED APPOINTMENTS

7:00 p.m. Police Chief William J. Colleary, Jr. and Animal Control Officer Charles F. Hamel were present for an interview with William J. Proctor (297 Hayden Rowe, Hopkinton, MA 01748) who is an applicant to replace Mr. Hamel who is retiring. Ms. Conlin began the interview by stating that nine people applied for the position. The present ACO, Charles F. Hamel, Police Chief Colleary, ACO Katherine Sheehan from Framingham and the Town Administrator interviewed five of those nine. Mr. Proctor was unanimously chosen because of his qualifications to be the only candidate recommended to the Board of Selectmen. He is presently the part-time ACO in Hopkinton. He is certified as an ACO, is licensed to carry a firearm and has his own vehicle that is appropriate to carry animals. He indicated to the Board that he would not continue to be the Animal Control Officer in Hopkinton. His wife will replace him.

The Board VOTED (2-0-0) to appoint Mr. Proctor as the Animal Control Officer and Animal Inspector starting July 1, 1999 at the salary of \$30,040 (Grade 12, Step 1) contingent on passing a physical. (Selectman David Parry was absent for this interview and vote.)

7:25 p.m. The Board of Selectmen VOTED by a unanimous roll call vote to enter into executive session under Chapter 39, Section 23B (2) to discuss the discipline of public employees.

7:30 p.m. The Board reconvened in open session to meet with the Roads Safety Committee. Members present: Kevin Moran (Chairman), Harold Kiess, Peter Park, Cathy Lee Gerson, John Sullivan, and Bonnie Phaneuf.

DPW Superintendent John Boland and Dan Levine, S E A Consultants, were also present.

Selectman Parry began the meeting by handing out the summary that was published in the 1998 Annual Report to update everyone on the process so far. Then Dan Levine of S E A Consultants reviewed the results of its traffic study: preliminary designs of pedestrian sidewalks on Parkerville Road and a pedestrian bridge over Rt. 9, preliminary designs of intersections in the Finn and Neary/Trottier school zones, and recommendations for

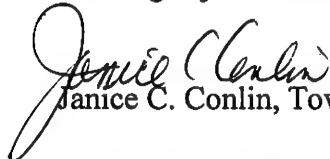
minor intersection improvements. Lastly, DPW Superintendent John Boland presented and reviewed the Master Plan for the Southborough water system. This was presented to inform those present when and where the DPW would be installing water lines based on its priority to improve the distribution of water within the entire system. The water line that needs to be installed in Parkerville Rd. is scheduled for five years from now for the portion south of Rt. 9 and seventeen years from now for north of Rt. 9.

The following actions were taken as result of the above presentations:

1. Richards Road and Parkerville Road Intersection - Article 6 on the STM Draft Agenda Warrant appropriates a sum of money for the purpose of engineering and contracting road improvements at the intersection of Parkerville and Richards Roads to include, but not limited to, construction of a center island and repositioning of stop signs. It was agreed to delete this article from the Special Town Meeting Warrant. It was agreed that Article 11, which simply stated that the purpose is “for the redesign and construction of the intersection at Parkerville and Richards Roads”, will be supported by both the Roads Safety Committee and the Board of Selectmen. Also, these improvements will be done in two phases, the first phase will be temporary: signs, road painting and an inexpensive temporary center island until the waterline and valves are installed into the road. Then a more permanent construction will be installed.
2. St. Marks Road and Marlboro Rd. Intersection - Article 7 requests money for improving the intersection of St. Mark’s Road and Marlboro Road. Mr. Boland reported that he hired an engineering firm to survey the intersection and that the solution is more complicated than just installing signs and making a portion of the intersection one way. He suggested that we wait until the survey is completed and the department determines the solutions. The Roads Safety Committee insisted that it remain on the warrant.
3. Traffic Signs - Article 8 will remain on the Special Town Meeting Warrant even though Mr. Boland stated that he had included \$5,000 in his budget for stop signs as recommended by S E A. The Roads Safety Committee felt that this may not be spent on their priorities or may be taken out of the budget by Town Meeting.
4. Sidewalks - Article 9 appropriated money to construct sidewalks from Fairview Drive to the Finn School on Parkerville Road. The Roads Safety Committee, even though they were skeptical that the water line would not be installed in five years, conceded to wait to install sidewalks on the south end of Parkerville Rd. To reach their goal of construction of sidewalks, they insisted on redrafting the article to appropriate final design funds to construct sidewalks on the north end of Parkerville Road. The Roads Safety Committee will contact residents of that road to discuss this article with them. Those residents were notified of the meeting but were not present.
5. Southville Rd. – S E A presented a scope of work to do a traffic study of Southville Rd. for \$5,500. The consensus was to proceed with that study.

6. Flashing Light at Mt. Vickery and Cordaville Rd. – Kevin Moran sent a letter to Rep. Barbara Gardner requesting flashing yellow lights at Mt. Vickery and Cordaville Rd. Based on the recommendation of the Police Chief, it was agreed that the light would be more of a safety hazard than an improvement. The consensus was that once the MBTA Station is installed and other development occurs, the increased traffic will warrant a traffic light that regulates the flow of traffic.
7. Vehicle crossing of Route 9 – The Roads Safety Committee felt strongly that Article 10 should be on the agenda for the ATM. They felt that Town Meeting did not have the opportunity to vote on whether there should be a pedestrian crossing or a vehicle crossing over Rt. 9 at Parkerville Rd. In the handouts at the 1998 Town Meeting, the pedestrian bridge was recommended by the Traffic Study Committee rather than the vehicle bridge because of the impacts of the vehicle bridge on the abutting property, the elimination of vehicle access to Rt. 9 and the cost of construction (three times the cost of the pedestrian bridge). The Town Meeting Article asked for funds for preliminary design for pedestrian bridge but did not specifically reject a vehicle bridge. The Road Safety Committee wanted Article 10 will remain on the Special Town Meeting Warrant to give the Town meeting the opportunity to vote on this issue.

Meeting adjourned 10:40 p.m.


Janice C. Conlin, Town Administrator

[s/selmin/99mtgs/March 22]

[Approved by Selectmen 3/30/99]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, March 23, 1999

7:00 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman David A. Coombs, Selectman William J. Christensen, Selectman David W. Parry, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

MINUTES APPROVED

Board VOTED unanimously to approve the following Minutes: January 12, 1999 (Open Session) and March 9, 1999 (Executive Session).

APPOINTMENTS

Animal Inspector. Board VOTED unanimously to nominate William J. Proctor, 297 Hayden Rowe, Hopkinton, MA 01746 to replace Dr. Lindsay S. Robbins. Mr. Proctor is to be paid \$450.11 from March 31, 1999 to July 1, 1999. [This nomination is to be sent to the State Bureau of Animal Health for its approval.]

MetroWest Commuter Rail Extension Advisory Committee. This is a Task Force created by the Mayor of Marlboro. Board VOTED unanimously to submit the following names to the Mayor:

- ◆ Wayne Thies, 42 Latisquama Road (Town Planner)
- ◆ Alexander Neihaus, 88 Marlboro Road (neighborhood representative)
- ◆ Betty Soderholm, 3 Crestview Drive (Council on Aging representative)

[A volunteer from the Business Association will be submitted when received.]

Associate Members of the Council on Aging. As requested by Chairperson Maryanne Cole, the Board VOTED unanimously to appoint the following, their terms to expire 6/30/99:

- ◆ Alice Brenda Gaffney, 211 Middle Road
- ◆ Bonnie J. Phaneuf, 179 Middle Road
- ◆ Betty Soderholm, 3 Crestview Drive
- ◆ Anna Marie Kallander, 18 Meadow Lane [Note: This name is incorrect. Vote amended March 30, 1999.]

DONATION

L'Abri Fellowship. Board VOTED unanimously to accept \$600 donation in lieu of taxes.

MERIT INCREASE

As recommended by Town Clerk Paul Berry, the Board VOTED unanimously to approve a 3% merit increase for Judy Cononico from \$12.75/hr. to \$13.13/hr.

SCHEDULED MEETINGS

7:15 p.m. to 7:30 p.m. Board discussed with the Advisory Committee **Special Town Meeting Warrant Article 1**. Present for Advisory Committee: Chairman Jeanne Sholl, members David Davidson, Roger Challen, and Richard Bellotti. Advisory Committee want the wording of the Article to amend the Code to eliminate the geographical mandate of the residence of the members. Ms. Sholl said that the Committee is not in compliance now with the by-law. It is hard to get people to volunteer. The Board VOTED unanimously to amend STM Article 1 to change wording back to original Article submitted by the Town Moderator so that the new wording will be "There shall be an Advisory Committee, which shall consist of nine (9) voters of the Town, other than town officers or employees." Board VOTED unanimously to approve and sign Special Town Meeting Warrant for 4/12/99 as amended.

7:30 p.m. to 7:35 p.m. Meeting with Treasurer/Collector Mary Guilford and Patrice Kline (Administrative Assistant to Principal Assessor). This year the Town converted to a new software for real estate collections and some difficulties were experienced. The problem hopefully has been resolved and a letter is to be mailed on March 31 with the 4th quarter tax bills for FY 1999 to the taxpayers who experienced the problem (about 150 bills that have exemptions and abatements on them). Mrs. Guilford spent last Thursday in Nashua, NH in order to resolve this problem. The Selectmen thanked Mrs. Guilford for a job well done.

7:35 p.m. Board voted (by roll call vote) to go into executive session to consider the purchase, exchange or value of real property. The Selectmen will return to open session at the end of the executive session.

7:45 p.m. Board returned to open session.

7:45 p.m. to 8:29 p.m. Road Acceptance Hearings were held on the following streets: Nathan Stone Road (ATM Article 52), Whistler Lane (ATM Article 54), Hidden Meadow Lane (ATM Article 55), Fitzgerald Lane (ATM Article 56), Stockwell Lane (ATM Article 57), and Devine Lane (ATM Article 59). Also present were DPW Superintendent John W. Boland, Charles Gaffney (Chairman of Planning Board), Town Planner Wayne Thies and several abutters to these streets. There still are some outstanding issues on all

the streets. However, the Planning Board is holding bonds on Nathan Stone Road, Whistler Lane, Fitzgerald Lane and Stockwell Lane. No bond is being held for Hidden Meadow Lane nor Devine Lane. Mr. Boland will see that all the developers receive a punch list of what is needed to complete these streets. He is not sure whether or not the list will be completed by the Annual Town Meeting. In order to place these streets before the voters for acceptance at the Annual Town Meeting, Street Layout Orders were signed for Nathan Stone Lane, Whistler Lane, Hidden Meadow Lane, Fitzgerald Lane and Stockwell Lane. Selectmen and Planning Board will give their final recommendation at the Annual Town Meeting.

Regarding street acceptance request for **Devine Lane** (ATM Article 59), DPW John Boland strongly recommended that it remain a private way. Both Mr. Boland and Planning Board unanimously recommended that the Board of Selectmen not sign the Layout of this street and that it **not be accepted as a public way**. Abutter Suzanne Traini was present. In the approval of the subdivision it was the intent from the beginning to keep it as a private way. Based on this, DPW never inspected any of the construction and has no idea what the statistics are of that construction – whether or not it was done satisfactorily. Waivers were granted in lieu of the road remaining private and the Planning Board also did not follow its normal procedure re inspecting the road during construction. Selectmen read 3/23/99 letter from the Planning Board re their unanimous vote recommending not to accept Devine Lane as a Town Road. The subdivision approval was approved conditioned on the road remaining private as documented in the Certificate of Approval and covenant, both dated 4/24/95. The Planning Board feels that acceptance of this road under these circumstances would create a bad precedence. Selectmen agreed with the DPW Superintendent and Planning Board. Motion was made to accept the Street Layout as submitted for Devine Lane. No one seconded this Motion. **Motion failed due to lack of a second.**

8:30 p.m. Hearing was held on the discontinuance of a portion of White Bagley Road (ATM Article 19). DPW Supt. John Boland stated that a few years ago the Town requested that the state make certain improvements to sections of Route 30 primarily at the intersection of White Bagley Road, Boston Road and Framingham Road also Boston Road and Central Street. Part of the process of getting those projects accomplished, the town was responsible for acquiring the necessary right of way to make those improvements. One of the issues that came out of the negotiations with the abutters was a request from the Borellis (46 Boston Road, the abutter who lives on the corner of Boston Road and White Bagley) to abandon that portion of White Bagley Road – the portion that is north of Boston Road (Rt. 30) which abuts the Borellis property. That portion of White Bagley Road was dead ended. It was cut off and is no longer a through way. The only purpose that it serves is for access to the Borelli property. This was an agreement with the landtaking to discontinue that portion of the street. Mr. Boland stated he is waiting for the Plan and hopes to receive it by the Annual Town Meeting. Therefore, the Selectmen VOTED unanimously to table action on this Article until the annual pre-meeting of the Board on April 12, 1999.

8:35 p.m. to 9:10 p.m. Continued hearing on request to increase Ipanema Restaurant closing hours. Present for Ipanema were: Carlos Silva and Attorney John O'Brien. Board noted letters received from area residents opposing extension of closing hours. Board noted letter dated March 23 from Fire Prevention Officer Captain John D. Mauro, Jr. informing the Board that currently there are no outstanding fire safety violations at the Ipanema Restaurant. Police Chief William J. Colleary was present. Abutters Mr. and Mrs. John Kendall (Cottage Street) were present. A complaint was received about loud annoying noise coming from the base drum. Attorney O'Brien said he was not aware of this annoyance. It was suggested that something be done to dampen the music to the outside world. Selectman Parry said that no police cruiser should be at this restaurant to keep it under control. Police Chief Colleary said that no more cruisers will be at the restaurant starting tonight. **Action: Selectmen will meet again on this issue in six months – in September.**

9:10 p.m. Fire Chief Peter F. Phaneuf and Police Chief William J. Colleary discussed the proposed public safety department study (STM 4/12/99 Art. 3). Also present were Dick Bellotti (Advisory Committee member) and Joseph Hubley (President of Fire Union). Town Administrator read her memo informing the Board that she had contacted three consulting firms to obtain a price to do this study. Bennett Assoc. and Mass. Municipal Consulting said that a study would cost @ \$20,000. DMG Maximum submitted a proposal for \$23,200. Chief Phaneuf gave a recommendation from the Mass. Fire Academy – Carter and Assoc. of Adelphia, NJ which would do a study on the Fire Dept. for \$12,000.

OTHER BUSINESS TRANSACTED

Board read letter dated March 23 from Selectmen to Joseph Hubley, President of **Fire Union** re increased staffing of Fire Department. Approval is needed from Fire Union before additional firefighters can be hired. Need to open contract negotiations for this one issue only.

Press Release was read in its entirety, as follows:

TOWN OF SOUTHBOROUGH
PRESS RELEASE

REGARDING REVIEW OF
BALDELLI V. TOWN OF SOUTHBOROUGH AND CHIEF OF POLICE CASE

For further information contact:

Janice C. Conlin
Town Administrator
Town House
Telephone: (508) 485-0710
Attorney D. M. Moschos
Office: (508) 791-8500
Home: (508) 752-4126

For Release:

March 23, 1999

Upon settlement of the Baldelli v. Town of Southborough case, the Town of Southborough Board of Selectmen referred the case to Labor Counsel for review. Labor Counsel reviewed the case and filed a report with the Board. Labor Counsel's review found no personal misconduct by the Police Chief. The Report identified several administrative items to be addressed by the Police Department in order to prevent any future issues of sexual harassment. The Report also recommended that the Town's sexual harassment policy be revised. The Selectmen have referred the Report's recommended policy to the Personnel Board for consideration. The recommended policy enhances the Town's existing policy.

As a result of the Report, the Police Chief has adopted the following new administrative procedures effective March 22, 1999, which the Selectmen have endorsed.

1. All complaints of sexual harassment will be investigated promptly.
2. All complaints of sexual harassment will be documented and recorded in a confidential log which will be maintained by the Chief.
3. Notice of all sexual harassment complaints will be forwarded immediately to the Town Administrator for monitoring.
4. Appropriate disciplinary action will be taken if an investigation results in a finding of sexual harassment or inappropriate conduct.
5. Special training with respect to enforcement of the new policy will be conducted for all superior officers.
6. All police officers will receive re-training on the Town's sexual harassment policy and its requirements.

The Selectmen and the Police Chief are committed to prohibiting and preventing sexual harassment in the Southborough Police Department. The Selectmen and the Police Chief wish to assure the citizens of Southborough of their commitment to the Town's sexual harassment policy and that all persons, employees and citizens will be treated with respect and civility by the Southborough Police Department.

END

This was handed to MetroWest Daily News Reporter. It will be sent to Southborough Villager.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

213	83,459.90	3/16/99	FEDERAL TAX
214	68,881.06	3/17/99	TOWN PAYROLL
215	11,974.96	3/17/99	POLICE PAYROLL RETRO.7/1 (FY 99)
216	243,755.81	3/19/99	SCHOOL PAYROLL
217	4,015.09	3/19/99	SCHOOL CAFETERIA
218	27,032.14	3/19/99	SCHOOL PAYABLES
219	17,988.47	3/19/99	SCHOOL PAYABLES
220	148,876.65	3/19/99	SCHOOL PAYABLES
TOTAL	605,984.08		

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

221	159,971.16	3/26/99	MIDDLE/FINN PROJECTS
222	138,611.50	3/26/99	TOWN PAYABLES
223	2,667.45	3/26/99	BELL ATLANTIC/M.C.I.
224	24,680.17	3/23/99	FEDERAL TAX
225	73,053.07	3/24/99	TOWN PAYROLL
TOTAL	398,983.35		

10:00 p.m. Meeting adjourned.

Marjorie R. Putnam

Marjorie R. Putnam
Assistant to Town Administrator

[s/selmin/99mtgs/March 23]

[Approved by Selectmen 6/1/99]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, March 30, 1999

7:00 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman David A. Coombs, Selectman William J. Christensen, Selectman David W. Parry, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

7:02 p.m. Board unanimously voted (by roll call) to go into executive session for the purpose of discussing real property and negotiating a contract. The Board will return to open session at the conclusion of the executive session.

7:35 p.m. Board returned to open session.

MINUTES APPROVED

Board VOTED unanimously to approve Open Session and Executive Session Minutes of March 22.

APPOINTMENTS

Board VOTED unanimously to re-appoint Philip C. Beals, 2 Chestnut Hill Road, as **Registrar of Voters**, his term to expire April 1, 2002.

Board VOTED unanimously to re-appoint Irene Burkis Tibert, 138 Woodland Road, as **Veterans' Grave Officer**, her term to expire April 1, 2000.

Council on Aging Associate Member. As per Chairperson Maryanne Cole, the Board VOTED unanimously to correct its vote of 3/23/99 appointing Marie Kallander, 18 Meadow Lane. Correct name is Marie A. Kensinger, 4 Maple Street. Board therefore voted unanimously to appoint Ms. Kensinger.

OTHER BUSINESS TRANSACTED

Dogs Running Loose in Rural Cemetery. Selectman Parry stated that there have been a number of complaints about dogs running loose in the cemetery and defecating on graves. This will have to be discussed with the DPW Superintendent and cemetery supervisor with the suggestion that we need to alert the public that dogs should be on a leash and they must pick up if the dog makes a mess. The Selectmen have the right to have a regulation on this issue as this is on town property. A public hearing would have to be held to give people an opportunity to discuss this before the establishment of the amendment to the Southborough Rural Cemetery Rules and Regulations. The Board

unanimously VOTED to schedule a public hearing concerning regulations of dogs in the cemetery. Hearing will be held at 7:15 p.m. on Tuesday, May 4, 1999.

Continuation of discussion (from March 23 meeting) re STM Article 3 re **hiring a consultant to study the long-term needs for facilities, equipment and staffing for the Public Safety Departments**. Police Chief William J. Colleary and Fire Chief Peter F. Phaneuf were present. Ms. Conlin stated that the study would cost from \$15,000 to \$25,000. Fire Chief stated that he has from last town meeting permission to hire one firefighter but until the Fire Union agrees to sign the union contract, this can't be done. In this year's budget for FY 2000, he has asked for two additional firefighters. If the town wants to "cover the clock" day and night, it takes four people working a 42 hour shift. A 48-hour shift would take 3 ½ people to cover the clock all the time. Chief Phaneuf explained his plan is to eventually hire enough people to cover day and night shifts. Chief Colleary stated he is not asking for any more police officers in this year's budget. Selectmen felt that perhaps a committee could look into this issue but a study by a consultant is not needed at this point in time.

Fire Union asked if David Coombs would be willing to sit in on upcoming negotiations. The Board agreed that Selectman Coombs attend the negotiations as a member of the team.

Board discussed "Projections (Revenues and Expenditures) of Town of Southborough" and "Budgets and Money Warrant Articles for FY 00" as submitted by Town Administrator. Board selected Motions to be read by each Selectman and the Annual and Special Town Meeting 4/12/99.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

226	159,565.70	3/30/99	FEDERAL TAX
227	6,958.10	3/31/99	MONTHLY TOWN PAYROLL
228	68,527.73	3/31/99	TOWN PAYROLL
229	240,232.27	4/02/99	SCHOOL PAYROLL
230	213,560.97	4/02/99	TOWN PAYABLES
231	20,053.96	4/02/99	SCHOOL PAYABLES
232	978.53	4/02/99	SCHOOL CAFETERIA
233	<u>47,112.80</u>	4/02/99	SCHOOL PAYABLES
TOTAL	<u>756,990.06</u>		

9:10 p.m. Meeting was adjourned.

Marjorie R. Putnam

Marjorie R. Putnam

Assistant to Town Administrator

[s/selmin/99mtgs/March 30]

[Approved by Selectmen 4/6/99]

**MINUTES OF MEETING
BOARD OF SELECTMEN**

Tuesday, April 6, 1999

7:00 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman David A. Coombs, Selectman William J. Christensen, Selectman David W. Parry, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

MINUTES APPROVED

Board VOTED unanimously to approve Open Session Minutes of March 30, 1999 and Executive Session Minutes (not to be released) of March 30, 1999.

DONATION

Board VOTED unanimously to accept \$2,000 donation to the Town from Fay School in lieu of taxes. Letter of appreciation will be sent to Fay School.

PURCHASE AND SALE

Selectmen signed Purchase and Sale Agreement between Deborah Delarda of **40 Central Street**, and the Town to purchase land with buildings thereon at 40 Central Street for \$229,000. This is contingent upon Special Town Meeting approval (STM Article 4).

CABLE T. V.

Board noted 4/6/99 letter from Russell Millholland (Chairman, Cable T. V. Committee) re 3/29/99 meeting in Worcester regarding the license transfer from Greater Media Cable to Charter communications. Board also noted 4/2/99 letter from Cole, Raywid & Braverman, Attorneys At Law, writing on behalf of Charter Communications to request regional public hearings on the applications for transfer of control of the relevant cable licenses. The Board VOTED unanimously to support Charter Communications' request for the State to approve regional public hearings rather than a local public hearing.

SCHEDULED MEETINGS

7:00 p.m. to 8:55 p.m. Meeting with Advisory Committee to discuss 4/12/99 Annual Town Meeting and 4/12/99 Special Town Meeting Articles and Budgets. Present for Advisory: Jeanne Sholl (Chairman), Richard Bellotti, Claire Reynolds, David Davidson, Ray Grenier, Roger Challen and Martin Healey. Capital Budget Planning Committee

Chairman Tom Burns was also present. Town Administrator distributed spread sheets to all those present. Advisory Committee lowered the amounts for the following:

<u>Budgets</u>	<u>Final Amount</u>
Legal.....	\$ 50,000
Town Bldgs. & Grounds	229,788
\$25,000 was deducted from contracted services. Issue to be addressed later.	
Veterans Service	21,405

Articles

STM #3 Public Safety Study – Advisory Committee and Selectmen will support this Article at amount stated: \$25,000.

Other Articles discussed:

ATM #24- MetroWest Planning funding. Increase from last year is due to maintaining its own office space. (They used the Natick Town Hall up to now.)

ATM #26- Maintenance of Equipment

ATM #27- Casualty Insurance

ATM #28- Revolving Inspectors

ATM #31- Historical Inventory – to hire a consultant to prepare for a historical district

ATM #34- Flag Pole – needs to be replaced

ATM #40- Article amount \$44,000 – Southborough's share of borrowing) re multiyear technology update at Alqonquin

ATM #41- K-8 Technology

ATM #43- K-8 Planning Study

Re: School design error by Keyes Associates - \$14,000. According to Joe Kacevich (Chairman of Recreation Facilities Committee) Keyes is allowed a percentage error based on total project cost. Question of liability – do we forfeit this amount? Town Counsel to be asked.

STM # 4 - Purchase of 40 Central Street property

STM # 5 - Purchase of Littlefield, McCarthy property
(next to Housing Authority)

8:30 p.m. to 8:55 p.m. John Butler (Chairman of High School Study Committee) gave a status report. He would like to hire a consultant to audit the numbers for the new high school proposed by Keyes Associates. The capital cost of various proposed options is outside the scope of expertise of committee members. Estimated cost of audit is

estimated to be in the range of from \$10,000 to \$20,000. Southborough's share of this project would be more expensive than Trottier School at this stage of the planning.

8:56 p.m. Discussed purchasing property at 40 Central Street (STM #4) next to Fayville Village Hall at \$229,000.

9:07 p.m. Kevin Moran (Chairman of Roads Safety Committee) spoke on Special Town Meeting Articles 6, 7, 8, 9, 10.

9:35 p.m. Advisory Committee and Kevin Moran left the meeting.

9:35 p.m. to 10:00 p.m. Charles Gadbois, Chairman of K-8 School Building Study Committee, presented to the Selectmen and discussed a status report for the Selectmen and the Annual Town Meeting. Finn School will never be up to capacity, Neary School is at optimum capacity, and Trottier School will reach optimum capacity early 2001. The committee recommended that ATM Article 43 be passed in order to allocate money to be spent by ATM Article 42 committee to cover costs associated with the planning and testing needed to allow that committee to present proposals to the Town.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

234	45,692.65	4/09/99	TOWN PAYABLES
235	23,774.29	4/06/99	FEDERAL TAX
236	68,835.01	4/07/99	TOWN PAYROLL
237	<u>6,930.00</u>	4/09/99	MIDDLE/FINN PROJECTS
TOTAL	145,231.95		

10:07 p.m. Meeting adjourned.

Marjorie R. Putnam

Marjorie R. Putnam
Assistant to Town Administrator

[s/selmin/99mtgs/April 6]

[approved by Selectmen 5/4/99]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, April 12, 1999

6:50 p.m. Convened in the Band Room of the P. Brent Trottier School.

Present: Chairman David A. Coombs, Selectmen William J. Christensen and David W. Parry, Town Administrator Janice C. Conlin and Planning Board Chairman Charles Gaffney.

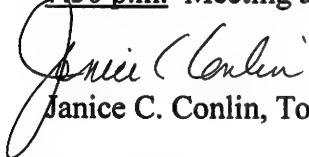
SCHEDULED MEETINGS

6:50 p.m. Meeting with Planning Board Chairman Charles Gaffney to discuss nominating candidates to the Massachusetts Planning Organization, the regional board that decides the Transportation Improvement Program.

The Board VOTED unanimously to nominate Mayor William Mauro, Jr. of Marlborough as the city MPO representative and Selectman Christopher J. Petrini of Framingham as the Town representative.

The Selectmen then joined the Planning Board and the Advisory Committee to discuss road acceptances and other matters before the Annual Town Meeting that evening.

7:30 p.m. Meeting adjourned.


Janice C. Conlin, Town Administrator

[s/selmin/99mtgs/April 12]

[Approved by Selectmen April 29, 1999]

**MINUTES OF MEETING
BOARD OF SELECTMEN**

Tuesday, April 14, 1999

7:00 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman David A. Coombs, Selectman David W. Parry, Town Administrator Janice C. Conlin and Fire Chief Peter F. Phaneuf.

OTHER BUSINESS TRANSACTED

The Board of Selectmen VOTED 2-0 to approve the Group Medical Program Renewal as recommended by the Insurance Advisory Committee found in the document "Group Medical Renewal, Town of Southborough, July 1, 1999" by EBS Foran dated March 31, 1999.

The Board of Selectmen VOTED 2-0 to renew the contract between the Town Of Southborough and Outreach Worker Cynthia Beard for 30 days effective April 19, 1999.

SCHEDULED MEETINGS

7:00 p.m. to 8:00 p.m. Meeting with Stephen Anderson, Attorney for AT&T, an engineer for AT&T and others regarding locating cellular towers in Southborough. At the request of the Board of Selectmen, a hearing before the ZBA was continued until May 6, 1999 so that the Board could meet with AT&T and discuss the various options to locate cellular towers in Southborough. The Selectmen are attempting to minimize the visual impact, provide the coverage that the telecommunication companies require and provide revenue for the Town by leasing Town owned-land for the towers. The following options were discussed.

Option 1 Mass. Turnpike

AT&T has before the ZBA two petitions. One to refurbish the existing 100 ft. tower to hold two carriers and a second to build a new 150 ft. lattice tower to hold facilities for four carriers. After hearing objections from an abutter, AT&T is willing to reduce the height to 120 feet. They are also willing to donate a conventional flagpole to the Town as mitigation.

Option 2 Town House

AT&T has responded to a Town of Southborough RFP to place a flag pole tower, 100 ft. in height with a base diameter of 19 inches, in front of the Town House. The Town

would receive \$18,000 per year to lease the site. AT&T would not need this site if a 120 ft. tower was permitted on the Mass. Turnpike site. AT&T has offered to donate a flagpole to the Town as mitigation if the Mass. Turnpike 120 foot tower is approved.

Option 3 Oak Hill Water Tank\Finn School

The Town is considering drafting a combined RFP for these two sites. These sites would be bid together because the Oak Hill site does not give coverage for the west end of the Turnpike in Southborough. These locations would not be bid on by AT&T if the Mass. Turnpike site is permitted. Possibly another telecommunication provider would be interested. This may be unlikely if AT&T provides space for three other carriers on the Mass. Turnpike site.

Option 4 the Public Safety Stations Site

A lattice tower placed behind the Fire and Police Stations could be used for public safety departments and more than one communication carrier. The height of the tower would have to be 20 feet above the trees, estimated to be 85 feet. This option is a less sensitive location than the Town House and would replace the Town House site. It would provide more income to the Town than the Town House site if more than one carrier utilizes this location.

AT&T agreed to determine if the Public Safety Stations Site is a viable option. Another meeting was scheduled for April 27, 1999 at 7:00 p.m. to conclude this discussion before the ZBA hearing on May 6. [Meeting is now scheduled for April 29, 1999 at 7:00 p.m.]

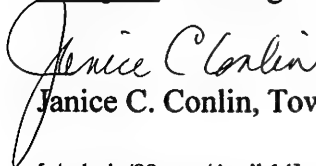
8:00 p.m. The Board VOTED to enter into executive session to discuss the strategy regarding the communication towers.

8:10 p.m. The Board adjourned the executive session and returned into open session with a roll call vote.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

238	50,519.60	4/16/99	MIDDLE/FINN PROJECTS
239	33,183.11	4/16/99	TOWN PAYABLES
240	80,719.29	4/13/99	FED. TAX
241	71,099.79	4/14/99	TOWN PAYROLL
242	238,380.27	4/16/99	SCHOOL PAYROLL
TOTAL	473,902.06		

8:11 p.m. Meeting adjourned.


Janice C. Conlin, Town Administrator

[s/selmin/99mtgs/April 14]

[Approved by Selectmen April 29, 1999]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, April 29, 1999

7:00 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House. Unanimous roll call vote was taken to go into Executive Session to discuss negotiations. Board will go into open session at the end of the executive session.

Present: Chairman David A. Coombs, Selectman William J. Christensen, Selectman David W. Parry, and Town Administrator Janice C. Conlin.

SCHEDULED MEETINGS

8:00 p.m. School Committee and Advisory Committee re deficit. Superintendent of Schools Robert Melican apologized for having to be in front of the Selectmen to request a Special Town Meeting to appropriate funds to offset a deficit of \$306,330. The deficit is due to an overrun of \$183,834 in Special Education and \$122,496 in Regular Education. The deficit was not discovered until now because due to human error, purchase orders were not cut to encumber money. Therefore the Regional Office thought there were more unencumbered funds available than existed. The School Administration has applied for an interest free loan from the Dept. of Education for \$164,000. The remainder of the deficit will have to be transferred from reserves.

The Board of Selectmen voted unanimously to call a Special Town Meeting at 7 p.m. on Thursday June 8 at the P. Brent Trottier Middle School.

8:15 p.m. Advisory Committee, Police Chief and Fire Chief re Public Safety Study. The Board of Selectmen voted unanimously to create a Public Safety Study Committee to consist of two members of the Advisory Committee, one member of the Personnel Committee and two citizens at large. No member of the committee can be a current or former police or fire department member.

The Public Safety Study Committee will be responsible for the following:

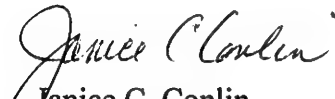
1. Writing a request for proposal to hire a consultant.
2. Oversee the work of the consultant.
3. Make recommendations in the form of a report to the Board of Selectmen and Town Meeting.

OTHER BUSINESS TRANSACTED

Agenda Items Acted On

- **Approved Minutes** of April 12 and April 14, 1999.
- **Approved Road Opening Permits** requested by:
 - Pitt Pipeline, Inc. – open Willow Street to install 18 ft. lengths of ductile iron water pipe
 - CR Construction, Inc. – 207 Middle Road to install water line
- **Step Increase** for FF Peter J. Phaneuf approved.
- **Signed Agreement** with MunEnergy.
- **Called Special Town Meeting for June 8, 1999 @ 7 p.m.** Close Warrant 5/11/99.

9:45 p.m. Meeting adjourned.


Janice C. Conlin
Town Administrator

[s/selmin/99mtgs/April 29]

Approved by Selectmen 10/19/99

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, May 4, 1999

7:00 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman David A. Coombs, Selectman William J. Christensen, Selectman David W. Parry, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

MINUTES APPROVED

Board VOTED unanimously to approve Minutes of April 6, 1999.

Board VOTED unanimously to approve Executive Session Minutes of April 20, 1999 (not to be released).

SCHEDULED MEETINGS

7:05 p.m. – 7:07 p.m. Pole Hearing on petition from NET and Massachusetts Electric Co. Representative from NET (Mr. Parela) was present. Board VOTED unanimously to approve petition to place one new pole on **Richards Road** at a point approximately 70 feet northeasterly from the corner of Moulton Road and Richards Road...1 new J. O. Pole; 3 existing J.O. Poles to remain; 1 existing J.O. Pole to be removed. (N.E.T.& T.Co. Plan No. 699538 dated March 25, 1999)

7:15 p.m. – 7:30 p.m. Public Hearing was held regarding amending the Rules and Regulations regarding the control of dogs in the town's cemeteries. Present was Animal Control Officer Charles F. Hamel. Read into the record was May 4, 1999 letter of recommendation from John W. Boland, Superintendent, Department of Public Works. Mr. Hamel would like to have all pets banned from the cemeteries as in other towns. However, the Selectmen VOTED unanimously:

To amend the Rules and Regulations of all cemeteries in the Town of Southborough. Amendment should be inserted under Miscellaneous and should read as follows:

"Any and all pets within the confines of the Southborough cemeteries shall be leashed and under control at all times. Pet owners and handlers are expected to be courteous to lot owners and visitors and to respect the dignity of those interred there. They are further required to clean up and remove any and all animal waste that their pets may have deposited on cemetery grounds."

The Selectmen want to start with this amendment and if it doesn't work, they will have to ban all pets and go to Town Meeting for a fine by-law. Two signs will be erected (at both gates) stating this amendment.

7:35 p.m. – 7:45 p.m. Board met with Rotary Club members Fred Scott and Clark Lefavour who asked the Selectmen to help Rotary International and declare June 10 to be called "My Day". The Club would like June 10th of each year to be declared "My Day" for everyone to consider what they can do to better the world – a personal commitment day. They would like the Selectmen's stamp of approval. The Board VOTED unanimously to declare June 10 of every year "My Day" as proposed by the Southborough Rotary Club. Proclamation wording will be compiled by the Rotary Club and presented to the Selectmen for approval and their signatures at 7:15 p.m. on Tuesday, May 25.

OTHER BUSINESS TRANSACTED

Options for School Deficit was discussed. Town Administrator read her May 4 memo listing four options for dealing with the school deficit. Ms. Conlin felt that Option 4 seemed very viable:

Option #4. Reconsider only the FY '00 School Dept. budget and reduce that budget by \$160,000 and transfer the \$160,000 to the Stabilization Fund. Borrow \$160,000 from the Dept. of Ed. For Special Needs deficit (to be paid back by School Dept. over three years with no interest), and transfer \$160,000 from the Stabilization Fund to the FY '99 Budget.

- ☐ The School Dept. is paying the deficit out of its budget, \$160,000 immediately and \$160,000 over the next three years.
- ☐ No impact on the tax rate.
- ☐ No impact on the reserves: Reserve Fund, Free Cash or Stabilization Fund
- ☐ Teachers and vendors are paid in a timely manner.
- ☐ No deficit balance at the end of FY 99.
- ☐ Must request permission from the Bureau of Accounts in writing.

Our auditor Bill Fraher talked to Ellis Fitzpatrick of the Bureau of Accounts. The department needs something in writing from the town. Selectmen want to pursue Option #4 but several options should be presented to Town Meeting voters. Town Administrator Conlin will draft a letter to the Bureau of Accounts.

Re: Town-owned property at 40 Central Street. Ms. Conlin informed the Board that the septic system has to be tested to decide whether or not to keep the house there or move it.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

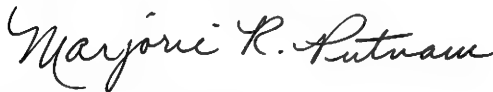
247	52,858.70	4/30/99	SCHOOL PAYABLES
248	9,239.06	4/30/99	SCHOOL CAFETERIA
249	6,691.21	4/30/99	SCHOOL PAYABLES

250	90,564.66	4/30/99	TOWN PAYABLES
251	56,947.33	4/30/99	SCHOOL PAYABLES
252	136,102.32	4/27/99	FEDERAL TAX
253	7,648.10	4/28/99	MONTHLY TOWN PAYROLL
254	72,200.54	4/28/99	TOWN PAYROLL
255	235,588.19	4/30/99	SCHOOL PAYROLL
TOTAL	667,840.11		

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

256	2,245.43	5/07/99	BELL ATLANTIC/M.C.I.
257	602,578.22	5/07/99	TOWN PAYABLES
258	7,444.53	5/07/99	MIDDLE/FINN PROJECTS
259	23,984.62	5/04/99	FEDERAL TAX
260	70,313.14	5/05/99	TOWN PAYROLL
TOTAL	706,565.94		

7:45 p.m. Board VOTED (by unanimous roll call vote) to go into Executive Session to discuss real property. The Board will not return into Open Session at the conclusion of the Executive Session.



Marjorie R. Putnam
Assistant to Town Administrator

Mrp

[S/selmin/99mtgs/May 4]

[approved by Selectmen 5/11/99]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, May 11, 1999

7:00 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman David A. Coombs, Selectman William J. Christensen, Selectman David W. Parry, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

NEW CHAIRMAN

Selectman David W. Parry made a MOTION to appoint Selectman William J. Christensen as Chairman of the Board of Selectmen until next Town election in May 2000. Selectman Coombs seconded the Motion. VOTE: 2-0-1 (Selectman Christensen did not vote). Motion carried.

MINUTES APPROVED

Board VOTED unanimously to approve Minutes of May 4, 1999.

CONTRACTS

Board VOTED unanimously to renew contract between the Town of Southborough and Outreach Worker Cynthia Beard (this renews the contract for the next 30-day period, effective May 19, 1999).

PERMITS

Permit to Open Road requested by Framingham Excavation Co. of Ashland – to open Nichols Street for the purpose of installing a drainage system was approved by a unanimous VOTE.

TEMPORARY FENCING REQUEST

Board noted 5/5/99 letter from Mary A. Ryan, Principal of “Finn at Woodward” School asking for a fence which will be secure but not set in cement. It can be removed when Finn School pupils are not longer housed at Woodward. The fence will permit the continued use of the basketball courts and will provide room for plows to clear the entire parking area. Board VOTED unanimously to table this request to May 25, 1999. Town Administrator will ask Ms. Ryan to meet with Police Chief Colleary and DPW Supt. Boland.

SCHEDULED MEETINGS

7:01 p.m. to 7:52 p.m. Meeting to discuss FY '99 school deficit. Present were: Advisory Committee (Jeanne Sholl, Chairman, Dick Bellotti, David Davidson, Roger Challen, Claire Reynolds, and Martin Healey), School Committee (Frank Fazio, Mary Jane Mastrangelo) and Lincoln Lynch (Director of School Business Services). Town Administrator handed out a Draft of the June 8, 1999 Special Town Meeting Warrant (14 Articles) plus a chart showing nine "Options for the School Dept. Deficit". Mr. Lynch read a report explaining the major items which caused the deficit totaling \$336,000. The School's Purchase Order system and encumbrances were not adhered to. The deficit was not discovered until the second night of the Annual Town Meeting. The School Committee want the money taken out of capital not operating expenses. The Committee will be holding a public hearing on May 25 for public input. Mrs. Conlin is to write to the Bureau of Accounts regarding the Stabilization Fund. All agreed to meet again with the Selectmen on Tuesday, June 1, at 7 p.m. to discuss this issue further.

7:53 p.m. to 8:10 p.m. Meeting to discuss dollar amount to study high school site (STM 6/8/99 Article 8). Present were: Northborough-School Committee member Mary Jane Mastrangelo, John Butler (Chairman of High School Study Committee), and Lincoln Lynch (Dir. Of School Bus. Services). Ms. Mastrangelo showed the Selectmen a map detailing the usable portion of the property and the wetland areas. Selectmen would like a copy of this map available for the June 8, 1999 Special Town Meeting. Chairman Christensen asked that they meet again with the Selectmen on June 1 with the numbers and a recommendation.

8:10 p.m. Board VOTED (by unanimous roll call vote) to go into Executive Session with Town Counsel Frederick Busconi to discuss legal matters. The Board will return to open session at the conclusion of the executive session.

8:40 p.m. Board returned to open session and acted on Agenda items.

Ms. Conlin informed the Board that the Board of Appeals would like the Selectmen to attend the ZBA hearing with **A.T. & T. (re a cell tower)** on June 3 at 7 p.m. (meeting in the Trottier Middle School Library). Selectmen Parry and Coombs will attend. Selectman Parry suggested that Town Administrator, Fire Chief Peter Phaneuf and DPW Supt. John Boland meet with Bell Atlantic regarding its request for a cell tower.

Re: Scholarship Presentations. Selectmen will present this year's scholarships at 7:01 p.m. at the June 8, 1999 Special Town Meeting at the P. Brent Trottier Middle School. A reception will be held there at 6:30 p.m. for the candidates, the Scholarship Advisory Committee and the Selectmen.

Re: June 8, 1999 Special Town Meeting. Selectmen will sign the Warrant on Tuesday, May 18, 1999.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

261	82.97	5/14/99	SCHOOL CAFETERIA
262	605,283.44	5/14/99	TOWN PAYABLES & ART.4 STM99
263	78,278.45	5/11/99	FEDERAL TAX
264	70,156.35	5/12/99	TOWN PAYROLL
265	232,661.86	5/14/99	SCHOOL PAYROLL
TOTAL	986,463.07		

9:15 p.m. Meeting adjourned.

Marjorie R. Putnam
Assistant to Town Administrator

[S/selmin/99mtgs/May 11]

[approved 5/25/99]

**MINUTES OF MEETING
BOARD OF SELECTMEN
Tuesday, May 25, 1999**

7:00 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman William J. Christensen, Selectman David W. Parry, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

MINUTES APPROVED

Board VOTED unanimously to approve Minutes of May 11, 1999.

APPOINTMENTS

Assistant Treasurer/Collector. Board VOTED unanimously to appoint Jennifer A. Bishop, 9 Breakneck Hill Road, for one year, her term to run from 7/1/99 to 6/30/00.

Special Municipal Employees. Board VOTED unanimously to appoint Advisory Committee members John Boiardi, 150 Middle Road, his term to expire June 30, 2000, and Eileen Smith Ewing, 5 Sadie Hutt Lane, her term to expire June 30, 2002.

DONATIONS

New England Center for Children. Board VOTED unanimously to accept donation of \$22,967.28.

Harvard Medical School New England Regional Primate Research Center. Board VOTED unanimously to accept donation of \$15,000 in support of public safety.

CONTRACTS

EBS Foran Insurance and Advisory Services, Inc. Board VOTED unanimously to sign contract for Advisory Services in the amount of \$4,400 (for Fiscal Year 2000).

PERMITS

Permits to Open Roads were approved by unanimous vote as requested by:

- E.N. Cram Contracting – 7 Prentiss St. – to install 18" cement pipe
- Clark & Mott Construction, Inc. – 20 Gilmore Rd. – drainage and water
- Russ Developers, Inc. – 95 Middle Road – installation of water lines

Board VOTED unanimously to permit Mary A. Ryan, Principal of Finn at Woodward, 28 Cordaville Road, to **install a more permanent temporary fence** on the lower parking lot located on Choate Field.

Metropolitan Planning Organization (MPO) Election. Board VOTED unanimously to nominate Marlborough, William J. Mauro, Jr. (MetroWest) and Framingham, Christopher J. Petrini (MetroWest). Board VOTED unanimously to authorize Charles Gaffney to cast the ballot for Southborough.

SCHEDULED MEETINGS

7:01 p.m. Board signed bond for the purchase of 40 Central Street, Fayville.

7:05 p.m. to 7:10 p.m. A Public Hearing was held on the application of the transfer of Package Store/Wine & Malt Beverage License **from** Pessini Management, Inc. d/b/a Colony Market, Justin L. Pessini, Manager, **to** Danny Corp., d/b/a Colony Market, Dashrathbhai P. Patel, Manager, 162 Cordaville Road, Suite 100. Present were applicant Dashrathbhai P. Patel (“Danny”) and attorney for the applicant Arthur Pearlman. They are going to run the same type of operation as Mr. Pessini. No objections were received regarding this transfer. The Board VOTED unanimously to approve the transfer of this license as presented. [The supporting documents will be forwarded to the Alcoholic Beverages Control Commission for its approval.]

7:15 p.m. At the request of the Rotary Club, the Selectmen proclaimed June 10 as “My Day”. Present were Clark Lefavour and Richard Seder. Proclamation reads as follows:

My Day- June 10

WHEREAS, the world news makes one feel that this world is going from bad to worse. Recent tragedies, atrocities, genocides, and other symptoms of hate and conflict are everywhere.

WHEREAS, for at least one day, the world could have no controversies or conflicts.

WHEREAS, peace on earth could begin to be accomplished when each single person acts to share love, exhibit generosity, and enjoy life.

WHEREAS, on this day there will be no arguments, only random acts of kindness. At the beginning of this day, one would ask the question, “Who will I help today?” Then, at the end of the day, answer the question, “Who have I helped today?”

WHEREAS, the Southborough Rotary is requesting that the residents of Southborough join them in making a personal commitment to doing something on this day that makes the world a better place.

NOW, THEREFORE, WE, the Board of Selectmen, do hereby proclaim Thursday, June 10, 1999 as

My Day

In the Town of Southborough, Massachusetts.

7:30 p.m. Road Acceptance Hearings were held on the following roads (for Special Town Meeting 6/8/99 Articles), as follows:

- Nathan Stone Road (STM, Article 1)
- Whistler Lane (STM, Article 3)
- Hidden Meadow Lane (STM, Article 4)
- Fitzgerald Lane (STM, Article 5)
- Stockwell Lane (STM, Article 6)

Present were Town Planner Wayne Thies, Charles Gaffney (Chairman, Planning Board), DPW Superintendent John W. Boland and a few abutters.

It was reported that there are some items not completed on DPW Superintendent's "punch list" on Nathan Stone road, Whistler Lane, Fitzgerald Lane and Stockwell Lane. Hopefully these will be completed by the June 8 Special Town Meeting. If they are not approved by Mr. Boland at that time, then the pertinent Article will be postponed to another Town Meeting. Planning Board agreed.

Regarding Hidden Meadow Lane, the item(s) not completed will not be able to be done in time for the Special Town Meeting. The developer was present and said it was all right with him to postpone this Article to the next Town Meeting.

8:05 p.m. to 8:10 p.m. Board met with Attorney Stephen D. Anderson representing A.T.& T. re cell tower request and impending ZBA Hearing on June 3 at 7 p.m. Chairman Christensen did not participate in this discussion and left the table due to a conflict of interest. Board noted May 25 letter from the Mass. Turnpike Authority addressing certain issues regarding the petition for a special permit and variance by AT & T Wireless PCS, Inc. The neighbors want a flagpole style. A.T. & T. would like the Selectmen's support. Selectmen Parry and Coombs plan to attend the ZBA Hearing on June 3.

OTHER BUSINESS TRANSACTED

Board VOTED unanimously to release a Press Release to the press, as follows:

The Board of Selectmen established the High School Study Committee for the Town of Southborough a year ago in order to ensure that all options would be examined thoroughly, and unbiased facts could be presented to Town Meeting. Prior to this, the only solution examined in any detail was the renovation of Algonquin. Further, this solution provided for no additional land.

Thanks to the work of this committee, residents of Southborough can now have much greater confidence that the various issues have been thoroughly examined – for instance revised school size projections, educational benefits, renovation or new building, siting options, and cost estimates for different solutions. (These reports are available at Town Hall).

Examining alternatives have required questioning the future of Algonquin, and this has caused some people great discomfort. But we have learned, time and again, that Town

Meeting voters need to know that all alternatives have been studied – thoroughly – before they will approve multi-million dollar expenditures.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

266	443,979.47	5/21/99	FINN PROJECT
267	1,657.43	5/21/99	BELL ATLANTIC/M.C.I.
268	3,469.00	5/21/99	SCHOOL ARTICLE
269	79,033.20	5/21/99	TOWN PAYABLES
270	22,088.85	5/18/99	FEDERAL TAX
271	65,516.51	5/19/99	TOWN PAYROLL
TOTAL	615,744.46		
272	13,352.84	5/28/99	TOWN PAYABLES
273	140,715.76	5/25/99	FEDERAL TAX
274	89,753.90	5/26/99	TOWN PAYROLL
275	7,408.10	5/26/99	MONTHLY TOWN PAYROLL
276	237,637.48	5/28/99	SCHOOL PAYROLL
TOTAL	488,868.08		

9:05 p.m. VOTED (by roll call vote) unanimously to go into Executive Session to discuss Fire Union negotiations and do not plan to reconvene into Open Session.



Marjorie R. Putnam
Assistant to Town Administrator

[S/selmin/99mtgs/May 25]

[Approved by Selectmen 6/22/99]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, June 15, 1999

6:45 p.m. Convened in meeting room of White's Corner Restaurant, Turnpike Road (Rt. 9), Southborough, MA.

Present: Chairman William J. Christensen, Selectman David W. Parry, and Town Administrator Janice C. Conlin.

Absent: Selectman David A. Coombs was out of town on business.

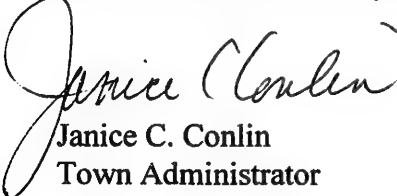
At the request of Treasurer/Collector Mary Guilford, the Board VOTED to sign bond for a loan from the Department of Education for the School Special Needs FY'99 deficit.

The Board VOTED to approve the salary for the new maintenance laborer position at Grade 1, Step 4, \$13.75/hour. The hiring of Joseph J. Berte, 47 Reynolds Ct., Marlboro, MA 01752, is contingent upon favorable references and his completing and passing a physical at MetroWest Occupational Medicine, Inc.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

288	44,098.46	6/18/99	TOWN PAYABLES
289	82,784.24	6/15/99	FEDERAL TAX
290	69,881.52	6/16/99	TOWN PAYROLL
291	296,775.25	6/18/99	LUMP SCHOOL PAYROLL
292	4,300.00	6/18/99	FINN SCHOOL PROJECT
TOTAL	497,839.47		

7:00 p.m. VOTED to adjourn the meeting.


Janice C. Conlin
Town Administrator

Mrp

[S/selmin/99mtgs/June 15]

[approved by Selectmen 6/22/99]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, June 1, 1999

7:00 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman William J. Christensen, Selectman David W. Parry, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

SCHEDULED MEETINGS

7:15 p.m. to 7:58 p.m. Board met with Frank Fazio (Chairman of School Committee), Mary Jane Mastrangelo (School Committee member) and Claire Reynolds (Advisory Committee member). Robert Melican (Superintendent of Schools) was present. This was a continued discussion regarding the school deficit and the proposed 6/8/99 Special Town Meeting Articles to defray the deficit. Town Administrator distributed a new spreadsheet listing the various options. It was agreed that STM Articles 9, 11, 12, 14 should be grouped together for discussion at the Special Town Meeting. STM Articles 10 and 13 would be postponed indefinitely if STM Articles 9, 11, 12, 14 are passed. Ms. Conlin will prepare an information sheet as to what these STM Articles will accomplish if they pass.

SUMMER SCHEDULE

Board will meet on the following Tuesdays:

<u>June</u>	<u>July</u>	<u>August</u>	<u>September</u>
22	13	0	7
	27		

MINUTES APPROVED

Board VOTED unanimously to approve Minutes of March 23, 1999.

Board VOTED unanimously to approve Executive Session Minutes of May 4, 1999 (not to be released.)

COMMITTEES DISSOLVED

Board VOTED unanimously to dissolve two ad hoc committees: Financial Impact Committee and Utilities Deregulation Committee.

MERIT INCREASES

Board VOTED unanimously to approve a 3.893% merit increase for Faith Mulligan, as recommended by Treasurer/Collector Mary B. Guilford. New rate: \$15.21/hour effective January 30, 1999.

Board VOTED unanimously to approve a 3.893% merit increase for Catherine Tarr, as recommended by Treasurer/Collector Mary B. Guilford. New rate: \$15.21/hour effective January 30, 1999.

DONATION SPLIT

Board VOTED to split the \$15,000 donation received from Harvard Medical School New England Regional Primate Research Center as follows: \$7,500 to Police Department and \$7,500 to the Fire Department.

ANNUAL APPOINTMENTS

Police Department. The following Police Department appointments were voted unanimously by the Board of Selectmen:

	<u>Term Expires</u>
<u>CONSTABLE - 1 year</u>	
William J. Colleary, Jr. 91 Southville Road, Southborough, Ma 01772	2000
<u>JAIL KEEPER - 1 year</u>	
William J. Colleary, Jr. 91 Southville Road, Southborough, MA 01772	2000
<u>SERGEANTS – 2 years</u>	
William H. Webber 16 Station Street, Upton, MA 01568	2001
Frank W Cain, Jr. 141 Southville Road, Southborough, MA 01772	2001
Jane T. Moran 70 E. Main Street, Hopkinton, MA 01748	2001
<u>REGULAR OFFICERS – 2 years</u>	
Charles A. Keller, Jr. 87 Turnpike Road, Fayville, MA 01745	2001
Robert J. Durran 9 Breakneck Hill Road, Southborough, MA 01772	2001
	<u>Term Expires</u>
<u>REGULAR OFFICERS – 2 years (cont.)</u>	
David C. Hagen	2001

146 Locust Street, Holliston, MA 01746

Kevin J. Walsh 2001
14 Branch Street, Worcester, MA 01604

James F. Finneran III 2001
27 Birch Hill Road, Northborough, MA 01532

Timothy J. Slatkavitz 2001
8 Walker Street, Westborough, MA 01581

Kevin M. Landry 2001
11 Highland Street, Southborough, MA 01772

Eric J. Henderson 2001
8 Reservoir Drive, Southborough, MA 01772

Scott Henderson 2001
8 Reservoir Drive, Southborough, MA 01772

Heath Widdiss 2001
36 Summer Street, Apt. 6, Westborough, MA 01587

ADMINISTRATIVE ASSISTANT TO CHIEF OF POLICE - 1 year

Richard L. Mattioli 2000
34 Ideal Road, Worcester, MA 01604

COMMUNICATIONS OFFICERS (full time) - 1 year

Joseph E. Bennett, Jr. 2000
12 Leonard Drive, Southborough, MA 01772

John L. Hubley 2000
152 Whiting Road, Sutton, MA 01590

Dale J. Sawvelle, Sr. 2000
370 Bolton Street, Marlboro, MA 01752

DISPATCHERS (part time) - 1 year

Scott VanRaalten, 61 Christian Hill Road, Upton, MA 01568 2000

Brandon K. Edwards, 112 Marlborough Road, Southborough, MA 01772 2000

Jocelyn A. Gregory, 19 Brook Lane, Southborough, MA 01772 2000

Timothy Morin, 13 Catherine Drive, Northborough, MA 01532 2000

RESERVE OFFICERS - 1 year

Theodore Pietrasiak 2000
12 Cherry Street, Fayville, MA 01745

Ronald G. Mattioli 2000
135 Parkerville Road, Southborough, MA 01772

Term Expires

Richard L. Mattioli 2000
34 Ideal Road, Worcester, MA 01604

Joseph E. Bennett, Jr. 2000
12 Leonard Drive, Southborough, MA 01772

Martin S. Laughlin 2000
16 Cherry Street, Southborough, MA 01772

Paul P. Connors 2000
76 Marlborough Road, Southborough, MA 01772

Brandon K. Edwards 2000
112 Marlborough Road, Southborough, MA 01772

Scott VanRaalten 2000
61 Christian Hill Road, Upton, MA 01568

SPECIAL OFFICERS - 1 year

Paul R. Nelson 2000
133 Southville Road, Southborough, MA 01772

Craig A. Moran 2000
70 E. Main Street, Hopkinton, MA 01748

Michael P. Aspesi 2000
3 MacNeill Drive, Southborough, MA 01772

Edgar A. Phaneuf, Jr. 2000
171 Middle Road, Southborough, MA 01772

John W. Boland, Jr. 2000
12 Richards Road, Southborough, MA 01772

SPECIAL OFFICERS – 1 year (cont.)

Calvin J. Mauro 2000
25 Park Street, Southborough, MA 01772

George R. Boothby 2000
7 Cherry Street, Fayville, MA 01745

Peter F. Phaneuf 2000
179 Middle Road, Southborough, MA 01772

John L. Hubley 2000
152 Whiting Road, Sutton, MA 01590

David J. Dockstader 2000
2 Park Street, Box 174, Hopkinton, MA 01748

John D. Mauro, Jr. 2000
3 Memorial Drive, Northborough, MA 01532

Term Expires

James J. Colleary 2000
51 Central Street, Fayville, MA 01745

Frank J. Mattioli 40 E. Main Street, Southborough, MA 01772	2000
Kevin J. Kenney 32 Briarwood Road, Framingham, MA 01701	2000
James A. McCaw 6 Stub Toe Lane, Southborough, MA 01772	2000
Charles R. O'Connell 191 Main Street, Southborough, MA 01772	2000
John L. Kendall, Jr. 5 Cottage Street, Southborough, MA 01772	2000
David Maida 34 Curtis Avenue R8, Marlborough, MA 01752	2000
<u>SPECIAL OFFICERS – 1 year (cont.)</u>	
Robert W. Clewes 9 White Bagley Road, Southborough, MA 01772	2000
Dale J. Sawvelle, Sr. 370 Bolton Street, Marlboro, MA 01752	2000
Frederick P. Mabardy 32 Deerfoot Road, Southborough, MA 01772	2000
Jocelyn A. Gregory 19 Brook Lane, Southborough, MA 01772	2000
Timothy Morin 13 Catherine Drive, Northborough, MA 01532	2000
<u>DEPARTMENT ARMORER - 1 year</u>	
Frederick P. Mabardy 32 Deerfoot Road, Southborough, MA 01772	2000
<u>CHAPLAIN - 1 year</u>	
Rev. Thirbuse F. Millott 20 Boston Road, Southborough, MA 01772	2000

GOALS

Future goals were discussed by the Board, as follows:

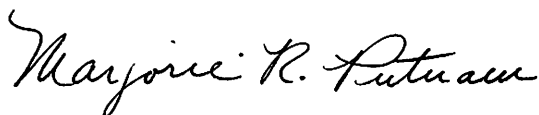
- Purchasing land for municipal purposes
- Pedestrian bridge across Route 9. Board is waiting for paperwork. Hope to get on TIP list (in order to get funding).
- MBTA Station Status – need written agreement to finalized new station. Waiting for design for Selectmen to review. (Board has not voted to accept MBTA station as of this date.)

- Resolution of speeding traffic (getting worse). Ask Police Chief to meet with Selectmen – need more resources – ask for list.
- Transfer Station signage needs to be improved as to what can or cannot be dumped. Educate people as to what is acceptable to be dumped. Refer issue to Recycling Committee and DPW Supt. John Boland
- Public Works Planning Board – try to reactivate it.
- Schedule quarterly update meetings with all major department heads plus the Town Counsel
- Need update from Cemetery Study Committee – ask John Boland and consultant to meeting with the board on 6/22/99.
- Year 2000 celebration – time capsule at Historical Building – ask via Channel 12 if anyone has any ideas for a time capsule to contact Selectmen
- Noise by-law – need policy re commercial business
- Facilities maintenance – new staff person to oversee maintenance of buildings and grounds
- Personnel Board – invite them to May/November meetings.

9:12 p.m. Board VOTED unanimously (by roll call vote) to go into executive session to discuss union negotiation. Board did not plan to return to open session.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

277	77,196.56	6/04/99	TOWN PAYABLES
278	104,985.32	6/04/99	TOWN PAYABLES
279	11,525.00	6/04/99	FINN PROJECT
280	97,908.50	6/02/99	TOWN PAYROLL
281	30,511.92	6/01/99	FEDERAL TAX
TOTAL	322,127.30		



Marjorie R. Putnam
Assistant to Town Administrator

[S/selmin/99mtgs/June 1]

[approved by Selectmen on July 27, 1999]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, June 8, 1999

7:06 p.m. Convened in Chorus Room, first floor of P. Brent Trottier Middle School, 49 Parkerville Road.

Present: Chairman William J. Christensen, Selectman David W. Parry, Selectman David A. Coombs, and Town Administrator Janice C. Conlin.

BUSINESS TRANSACTED

Contract to AT & T Wireless PCS, Inc. for flag pole/telecommunication tower. Chairman Christensen did not act on this issue due to a conflict of interest. Selectmen Parry and Coombs tabled the awarding of this contract to a later date.

Public Safety Study Committee (ad hoc). Board VOTED unanimously to appoint the following, their terms to expire June 30, 2000:

- ◆ Advisory Committee members (2)
Raymond Grenier, 2 Lovers Lane
Martin F. Healey, 8 Upland Road
- ◆ Personnel Board member (1)
Jennifer M. Juliano, 140 Woodland Road, Apt. 1
- ◆ Citizens-at-Large (2)
Stephen W. Leon, 14 Wolfpen Lane
- ◆ Police Chief William J. Colleary (91 Southville Road) and Fire Chief Peter F. Phaneuf (179 Middle Road) are ex-officio members.

Cultural Arts Council. Board VOTED unanimously to re-appoint Clark W. Lefavour, 40 Bigelow Road, his term to expire 5/23/01.

Air-conditioner. Board VOTED unanimously to purchase an air-conditioner for Francis Coleman, 49 Boston Road (Colonial Gardens). She has a medical condition (heart) and needs to be in air-conditioning and cannot afford to purchase one. The air-conditioner is to be owned by the Town for her use. If she leaves Colonial Gardens, it will remain there for another needy resident.


Scholarship Awards. Before the Special Town Meeting convened, the Selectmen awarded Town scholarships to the following: Brett Bechtel, Leah Sanberg, Nicole Hatch,

Katherine Reeder, Elizabeth Cartier, and Jennifer Bradley. Cliff DeMattia was awarded the Carroll Harris Memorial Scholarship.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

282	81,492.41	6/11/99	TOWN PAYABLES
283	7,607.94	6/11/99	SCHOOL GRANT/ARTICLES
284	6,857.03	6/11/99	SCHOOL CAFETERIA
285	77,905.76	6/08/99	FEDERAL TAX
286	69,085.29	6/09/99	TOWN PAYROLL
287	233,357.77	6/11/99	SCHOOL PAYROLL
TOTAL	476,306.21		

7:30 p.m. Meeting adjourned.


Janice C. Conlin
Town Administrator

Mrp

[s/selmin/99mtgs/june 8]

[approved by Selectmen 7/13/99]

MINUTES OF MEETING
BOARD OF SELECTMEN
Tuesday, June 22, 1999

7:00 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman William J. Christensen, Selectman David W. Parry (arrived at 7:28 p.m.), Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

MINUTES APPROVED

Board VOTED 2-0-0 to approve Minutes of May 25 and June 15, 1999.

Board VOTED 2-0-0 to approve Executive Session Minutes of May 25, 1999 (not to be released).

DOG WARRANT

Board VOTED 2-0-0 to approve the Dog Warrant which allows the Animal Control Officer to pick up unlicensed dogs.

RESIGNATIONS RECEIVED

Recreation Commission: Arthur Miner and Elizabeth Henry Veeneman resigned effective June 30, 1999.

Financial Planning Committee: M. Jeanne Sholl resigned effective June 9, 1999.

APPOINTMENTS

Board VOTED 2-0-0 to appoint Gail M. Tannenbaum, 59 Oak Hill Road, Fayville, as **Representative of the Planning Board to the MBTA Study Committee**, her term to expire June 30, 2000.

ROAD OPENING PERMITS

Board VOTED unanimously to approve the following requests to open roads:

- Commonwealth Gas Company:
 - 14 Mt. Vickery Rd. – to install gas service
 - Newton St. (from #100 -) emergency repairs (Class II leak)
 - Newton St. (from #70 northerly to #84) – install gas main
- General Excavation Co. – to open Highland St. to install drain pipe across road.

CONTRACTS

AT&T Wireless Services. Chairman Christensen excused himself from participating in the following vote due to a conflict of interest: Board VOTED 2-0-1 to award contract to AT&T Wireless Services (for flag pole/cellular tower at Town House) with the following changes to its proposal dated March 4, 1999:

1. Page 4 #1. – “The Height of the flag pole will be between 95 feet and 110 feet. The 110 foot pole is preferred. However, because of diameter constraints requested by the Town, it is understood that a shorter pole may have to be used.”
2. Page 5 #2, paragraph 4. AT&T Wireless Services will submit a revised Exhibit 8. This new exhibit will reflect a pole design with a 19” base diameter.
3. Page 6 #6. Change 16 inches to “19 inches”.
4. Page 6 #6, paragraph 4. Strike out the words from practical; to the end of the paragraph.

Water Supply Continuation Agreement between MWRA and the Town. Board VOTED 2-0-0 to sign this agreement.

Financial Assistance Agreement and Collateral Agreement between MWRA and the Town. Board VOTED 2-0-0 to authorize Town Administrator Janice C. Colin to sign this agreement.

Design of a subsurface sewage disposal system for Southborough Police Station (19 Main Street), Fayville Village Hall (42 Central Street), and property at 40 Central Street. As recommended by the Board of Health, the Board of Selectmen VOTED unanimously to award contract to NEI/Connorstone, Inc., 276 West Main Street, Northborough, MA 01532, in the amount of \$5,300. Question presented: Is there septic capacity to support the Fayville Village Hall and 40 Central Street.

TRANSFER STATION STICKER FEE FOR FY 2000

Chairman Christensen made a Motion to reduce the sticker fee to \$25. Motion was not seconded and failed due to the lack of a second. Motion was made by Selectman Coombs to keep the sticker fee at \$50. Selectmen Coombs and Parry voted to keep the sticker fee at \$50 for FY 2000. Chairman Christensen voted against this motion.

SCHEDULED MEETINGS

7:00 p.m. to 7:12 p.m. John Bordes met with the Board re CATV License Transfer. Mr. Bordes said there would be no changes. Everything will be the same. There are plans to upgrade Greater Media. Cable T. V. Committee Chairman Russell Millholland suggested to Town

Administrator that the Selectmen approve this assignment. Board VOTED 2-0-0 to approve the assignment to Charter Communications of the Town's cable license with Greater Media.

7:20 p.m. The three Selectmen VOTED by roll call vote to go into Executive Session with Town Counsel Frederick A. Busconi to discuss litigation. Board will convene in open session at the end of the executive session.

7:50 p.m. Board returned to open session

7:50 p.m. to 8:05 p.m. Tim McHugh (Chairman, Personnel Board) and new member Jennifer Juliano met with the Board to discuss Alcohol & Drug Policy. The Personnel Board wants to create a policy which will be workable with the unions and other employees. Key word is the definition of a "covered person" – someone who is engaged in town business. Personnel board will review the suggestions of Attorney D. Moschos to incorporate in the policy. If the Personnel Board approves it, then it will be put before the Selectmen to adopt it as a policy. Personnel Board will meet again with the Board of Selectmen on July 27.

8:22 p.m. to 9:55 p.m. Discussion regarding open space and land for municipal purposes. Various board members were present: Conservation Commission (Richard Upjohn, Rhonda Russian, Lou Bartolini), Board of Health (Suzanne Traini), Recreation Director Kathryn Garcia, Recreation Facilities Committee (Joe Kacevich, Chairman), Planning Board (Charles Gaffney, Chairman and Wayne Thies, Planner), Advisory Committee (Marty Healey, Chairman), Fred Scott (ADA Committee and MWRA Working Group), and SOLF (Whitney Beals and David Hornblower, Trustee). Board noted June 22 list created by SOLF of recreational facilities and open space initiatives. Space is needed in the future for another K-8 school (in about 5 years). Space is needed to another cemetery. Some member believe that open space means land that is to be kept open such as meadows, etc. One problem seems to be that people do not want to sell their property to the Town. Land use should be prioritized for the needs of the town, such as cemetery, recreation, etc. Suzanne Traini suggested buying the property on the corner of Newton Street and Rt. 30 (former gas station) downtown and beautify downtown by making it a park. The Municipal Land Committee is in place and could do the evaluation of this piece of land. Selectmen would like a letter to go to all Town Departments expressing their concerns. The answers could then be forwarded to the Municipal Land Committee. If they need any help, they could come back to the Selectmen.

Selectman Parry noted that he owned property which was relatively close to the former gas station and would not participate in any discussion of the matter.

OTHER BUSINESS TRANSACTED

Board VOTED unanimously to sign letter to Margaret O'Meara, District #3 Highway Director, Worcester, requesting that Southborough be placed on the Transportation Improvement Program and funding assistance for construction of a **pedestrian overpass over Route 9 at Parkerville Road.**

Covered bus stop at Southboro Estates. Board noted 6/10/99 request of Dean T. Hillman, Chairman of Southboro Estates, 2 Ashley Road, requesting approval to construct a covered bus stop at the intersection of Ashley and Davis Roads. This would be similar to an existing structure at the end of Davis Road (8' by 6'). John Boland approved the location but advised Mr. Hillman to seek approval of the Selectmen. Selectmen instructed Town Administrator to ask Mr. Hillman to submit a design to the Building Inspector who should approve it before it is submitted to the Selectmen.

Special Town Meeting. Board noted letter dated June 7 from Robert E. Melican, Superintendent of Schools, requesting the Town of Southborough to have a Special Town Meeting during the month of September 1999 as follows:

"To notify the Towns of Northborough and Southborough of a probable Special Town Meeting in September 1999 for the purpose of the Regional School Committee pursuing either Option 1 or Option 2 of the Algonquin Building Planning Committee (Building Option to be determined by the Regional School Committee at their June 16, 1999 School Committee meeting) for the purpose of land acquisition, architectural fees, and the completion of construction documents."

Board noted second letter dated June 22 from Robert E. Melican, Superintendent of Schools, asking the Southborough Board of Selectmen to take no action on above request and to meet with the Board and the Algonquin Regional School Committee on July 13. [Note: They will actually meet with the Board on July 27 at 8:00 p.m.]

Public Safety Study Committee appointment request. Board noted 6/14/99 letter from Joseph E. Hubley (President of Southborough Permanent Firefighters Association) stating that he would like to be appointed to the Public Safety Study Committee. Due to an agreement by the Selectmen on a policy to only appoint members to the committee that are **not** present or former members of either the Police or Fire Department, they cannot appoint him to this committee. The Selectmen will ask the committee to solicit the Fire Union's input.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

293	79,589.59	6/25/99	TOWN PAYABLES
294	18,613.96	6/25/99	SCHOOL PAYABLES/PHONES
295	48,007.57	6/25/99	SCHOOL PAYABLES
296	7,555.09	6/25/99	SCHOOL PAYABLES
297	501,021.80	6/25/99	MIDDLE/FINN PROJECTS
298	34,361.52	6/25/99	SCHOOL PAYABLES
299	54,056.94	6/22/99	FEDERAL TAX
300	68,733.06	6/23/99	TOWN PAYROLL
301	135,216.14	6/25/99	SCHOOL PAYROLL
TOTAL	947,155.67		

10:20 p.m. Meeting adjourned.



Marjorie R. Putnam, Assistant to Town Administrator

[S/selmin/99mtgs/June 22]

[approved by Selectmen 7/13/99]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, July 13, 1999

7:00 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman William J. Christensen, Selectman David W. Parry, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

MINUTES APPROVED

Board VOTED unanimously to approve Minutes of June 8 and 22, 1999.

Board VOTED unanimously to approve Executive Session Minutes of June 22 (not to be released).

RESIGNATIONS

Southborough Youth Commission. William M. Egan, Jr. resigned effective 6/19/99.

Zoning Board of Appeals. Joseph Gill resigned effective 7/9/99.

APPOINTMENTS

Zoning Board of Appeals. Board VOTED unanimously to appoint Kenney E. Griffiths, 1 Country Lane, to fill the unexpired term of Joseph Gill, his term to expire June 30, 2002.

Public Safety Study Committee. Board VOTED unanimously to appoint Lisa W. Spellman, 58 Pine Hill Road, her term to expire June 30, 2000.

MERIT INCREASES

Board VOTED unanimously to approve the following merit increases:

Elaine O'Brien – 5% merit increase, effective August 5, 1999, from \$13.82/hr. to \$14.51/hr.

Clare Curran-Ball – 5% merit increase, effective September 3, 1999, from \$14.41/hr. to \$15.13/hr.

CONTRIBUTIONS

Board VOTED unanimously to accept \$7,500 contribution from Inguanti Real Estate Corp. re Edgewood Crossing subdivision – gift is to go toward overall improvements to Edgewood Road.

ROAD OPENING PERMITS

Board VOTED unanimously to grant the following permits as requested by:

- American Excavating Co. to open School Street to install drain culvert.
- C. F. Hastings Co., Inc. to open Richards Road to make a water connection
- COM/GAS to open 14 Parkerville Road to install gas service
- Borggaard Construction Co. to open Richards Rd. to install water service
- Paul M. Rossi, Inc. to open 61 Breakneck Hill Rd. to install water service

TRASH REMOVAL

Re: Southborough Meadows Over Age 55 Multi-Family Complex (Boston Road). The Board VOTED unanimously that because the residents' trash is picked up individually by independent hauler BFI and is dumped in the Transfer Station, the residents are required to pay the \$50 annual Permit Fee. No dumpsters can be brought to the Transfer Station.

SCHEDULED MEETINGS

7:00 p.m. to 7:05 p.m. Board met with Mike Clark of S E A Consultants, Inc. re awarding contract for the construction of **Parkerville Road Landfill Closure**. Bids were opened on June 18 (7 bids were received). As recommended by S E A Consultants, Inc., the Board VOTED unanimously to award the contract to low bidder Essex Excavating Corporation in the amount of \$876,112.00 which includes Bid Items 1 through 28 and Alternate Bid Items A through E.

7:05 p.m. to 7:10 p.m. Board held a Public Hearing (under Chapter 148 of Mass. Gen. Laws) with Peter D. Merloni representing P & D Realty Trust dba Wellesley Crane Service company re request for a **fuel storage license for 251 Boston Road (nearest cross street: New York Avenue)**. Letter from Fire Chief Peter F. Phaneuf was read into the record. It was noted that a legal ad had been published in the MetroWest Daily News and that abutters had been notified by certified mail. Certified Receipts were filed with Selectmen's office. Board VOTED unanimously to approve the issuance of this license for the storage in tanks as follows: 10,000 gallons of diesel fuel underground and to store 2,000 gallons of oils and waste oils aboveground.

7:15 p.m. to 7:32 p.m. Board met with Ted Welte (President) and Gary Cogley (Economic Development Director) representing MetroWest Chamber of Commerce who gave an update. They are in their third year of their economic development program and

have been very successful. They discussed various issues: growth of companies, school education should help more students with selecting careers, need for better public and other means of transportation, try to get some of the trucks off the roads, real estate prices are too high to attract people to this area, etc. The Chamber offered its help in any way they can. Selectmen felt the biggest issue is increasing traffic. Other problems are the increasing number of large trucks using Southborough roads, water and processing of permits. Mr. Welte said they would come back with a presentation at a later date.

7:40 p.m. to 7:45 p.m. A joint meeting was scheduled with the remaining Assessor Paul Nelson to discuss how to fill two vacancies until the next Town Election in May 2000. The Board noted that letters of interest were received from four candidates. Since Mr. Nelson was not able to be present at this time, an interview date is scheduled for Tuesday, July 20 starting at 8:00 p.m. at the DPW Administration Building, 147 Cordaville Road. Interviews will be scheduled at 10 minutes intervals.

7:45 p.m. to 8:35 p.m. Meeting was held with the Cemetery Study Committee. Present were Committee members: Reverend Thirburs Millott, and Robert H. Marsh plus DPW Superintendent John Boland and consultant Dave Crispin of BSC Group. Mr. Crispin gave an update of the status of the project which has not been without significant issues. The Committee has met with the MDC to seek their approval of the proposed plan. Mr. Crispin said at that meeting the committee asked if they could have only a 100 foot setback rather than a 200 ft. set back from the reservoir. Mr. McGinn stated that he would not support a 100 foot setback. The 100 ft. set back would limit the number of interments per year. The Town would have a 10 –12 year sale period with roughly 16 interments per year. Mr. Crispin still believes the project is worth pursuing. However, the Town must aggressively pursue finding another site for additional space. The Town is also required to file an Environmental Notification Form with the Department of Environmental Affairs. Chairman Christensen stated he would like to meet with Robert Durand, Secretary of Environmental Affairs to discuss the ENF/EIR situation with him.

8:36 p.m. to 9:00 p.m. Discussion re sale of an affordable unit at The Highlands, Highland Street (under the LIP program). Present for Southborough Housing Opportunity Partnership Committee (SHOPC) was Betty Meyer. She stated that it is not necessary to have a new lottery. The 30 day deadline is July 14 but the State has an additional number of days. The Board VOTED unanimously to notify the owners of the unit, Delroy and Geneve Jones of 10B Fitzgerald Lane (one of four LIP units constructed in Stockwell Farm), that the Town will exercise its option to find a qualified buyer for their unit within the required 90 days. If this is not done within the 90 days, the owners of the unit can sell it. Then it will no longer be an affordable unit. The estimated market value is \$175,000.

OTHER BUSINESS TRANSACTED

On Friday, July 16, the Town House **parking lot** will be repaved. Selectmen gave permission to close the Town House to the public from 12 noon to 5 p.m. Notice will be

placed on the Town House doors and on Southborough Public Access Station Channel 12.

Board noted memo from Town Administrator re Purchase Order for “Enclosure and Door in the Town Clerk’s Office”. Town Clerk Paul Berry has encumbered FY ’99 funds for **“Enclosure and Door in the Town Clerk’s Office”**. He did not budget for this item and did not discuss the proposal with Town Administrator. Paul Brefka and Building Inspector Peter Johnson have some concerns regarding this proposal as they feel that the closing will cause havoc with the heating/cooling system. Selectmen asked Town Administrator to ask Paul Brefka and Peter Johnson to review the plans and submit a recommendation to the Board. The Purchase Order will not be signed by Town Administrator until a decision is received from the Board on this issue.

Re: Property at 2 East Main Street. Selectmen Parry left the table and did not participate in this discussion due to a conflict of interest. An appraisal should be done first. Possible contamination of this property should be looked into to see if it would be suitable for a common. Selectmen felt that this issue should be dealt with by the Municipal Land Committee to see if it would be more suitable for open space, a parking lot or a small business.

Re: St. Mark’s Traffic Light Bill. Question was raised as who should pay the \$45 (est.) a month. It was agreed that the Town should pay it as a public safety issue.

Fire Chief Peter F. Phaneuf briefly discussed the **AT&T flagpole/communications tower**.

9:30 p.m. Board took a roll call VOTE to go into Executive Session to discuss contract negotiation and litigation issues. All Selectmen voted aye. The Board will not return to open session at the conclusion of the Executive Session.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 99):

302	181,364.10	6/30/99	TOWN PAYABLES
303	105,629.86	6/29/99	FEDERAL TAX
304	80,015.82	6/30/99	TOWN PAYROLL
305	11,648.21	6/30/99	MONTHLY TOWN PAYROLL
TOTAL	378,657.99		
306	42,278.65	6/30/99	TOWN PAYABLES
307	3,699.44	6/30/99	ENCUMB.FY98 SCH. PAYABLES
308	92,953.93	7/09/99	FY99 SCH. PAYROLL (6/30/99)
TOTAL	138,932.02		

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 00):

1	2,500.00	7/02/99	FINN SCHOOL PROJECT
2	1,544.21	7/02/99	SCHOOL CAFETERIA
3	391,924.61	7/02/99	TOWN PAYABLES (6/30)
TOTAL	395,968.82		
4	16,748.26	7/09/99	TOWN PAYABLES
5	5,410.93	7/09/99	SCHOOL CAFETERIA
6	54,588.98	7/06/99	FEDERAL TAX
7	73,459.13	7/07/99	TOWN PAYROLL
8	34,121.49	7/09/99	SCHOOL PAYROLL
TOTAL	184,328.79		
9	4,957.00	7/16/99	MIDDLE/FINN SCH. PROJECT
10	15,940.93	7/16/99	TOWN PAYABLES
11	1,823.92	7/16/99	BELL ATLANTIC/ MCI ENCUM.FY99
12	47,565.92	7/16/99	SCHOOL PAYABLES, ENCUM.FY99
13	37,714.41	7/16/99	SCHOOL PAYABLES ENCUM.FY99
14	24,324.39	7/13/99	FEDERAL TAX
15	73,184.84	7/14/99	TOWN PAYROLL
TOTAL	205,511.41		

Marjorie R. Putnam

Marjorie R. Putnam
Assistant to Town Administrator

[S/selmin/99mtgs/July 13]

[Approved September 21, 1999]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, July 20, 1999

7:00 p.m. Convened in the Department of Public Works Building, 147 Cordaville Road.

Present: Chairman William J. Christensen, Selectman David W. Parry, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

ROAD OPENING PERMIT

As requested by Charter Communications, the Board VOTED unanimously to grant permit to open Parkerville Road to replace conduit from Pole 26 to Pole 30.

SCHEDULED MEETINGS

7:00 p.m. to 8:30 p.m. Recycling Committee met with the Selectmen to give them an update. Present for the Committee were: Tony D'Andrea (Chairman), Wynne Lundblad, Michael Hazeltine, Jane Smith, Joanne Flathers, and Elizabeth Martins. Also present was DPW Superintendent John W. Boland. Discussed were the following subjects:

BFI Contract for FY 2000. Mr. D'Andrea contacted BFI and told them that the Town wants them to do a pickup of recyclables with the customers they have now. He presented the Selectmen with a copy of a letter from BFI dated June 24, 1999 presenting to the Town and the Recycling Committee its proposed services for the upcoming year regarding solid waste and recycling services. BFI wants to start the contract on October 1. The big change is BFI is going to use their own facilities and will be hauling the trash to Wheelabrator themselves and will be taking the recyclables to their facility. We will be charged a tipping fee every time they go there. The Town will pay for whatever they have dumped. Since the Town is paying for the dumping, the customers who subscribe to BFI should pay the \$50 transfer station sticker fee. BFI's list of recyclables is more than the town is recycling now. Schedule: A new contract will be drafted for Mr. Boland to review. The old contract, the proposed new contract and BFI letter will then go to Town Counsel Frederick Busconi for approval. The contract will be placed before the Selectmen to vote and sign then sent to BFI for its signature.

Expand Recyclable Areas at Transfer Station. The Committee would like to meet with Harvey and tell them that the Town would like to recycle additional material. Mr. Boland is trying to get some schedules together. Harvey is still interested. Wheelabrator is more than willing to go along with whatever Harvey wants. Selectmen want to improve the Town's rating with the State. Mr. D'Andrea has set his priorities of what he wants to add

There is quite a lot of money derived from bundled up computer paper. Someone will have to sort out the papers collected. Mr. Boland said right now there is no revenue from recyclables. However, the town should try to get the recyclable tonnage up.

New Recyclable Collection Area Above Transfer Station. Status was discussed by Mr. Boland. Due to other paving projects, i.e. Middle Road, Town Hall Parking Lot, etc., construction has been slow. Other projects will have to be completed and in about two weeks the department can then concentrate on the new recycle facility. Mr. Boland hopes to have it up and ready by Heritage Day in October. Mr. D'Andrea felt that full time staff is needed when it opens. Mr. Boland stated that a staff or some other person would be needed to monitor proper recyclables. People are putting plastics which are not accepted (No. #1) and plastic bags in the newspaper bin, etc. At this time, recycling is not mandatory but the Town needs to get its grades up or the State will mandate the Town to do something about getting everyone to recycle.

Recycling Policy. All departments do not order supplies through the Board of Selectmen. Town Meeting could mandate that they order supplies from Central Services in order to comply. An official policy is needed in order to get a grant. Recycling Committee will draft a policy. This will be voted at the Selectmen's meeting of July 27. Jane Smith will try to get the schools to recycle. Teachers and students need to be educated regarding recycling. Committee will be in charge of educating the public.

Colonial Gardens (Southborough Housing Authority) Director Carol Renaud and their maintenance man have been approached regarding recycling. They were given a proposal to consider. Labels will be provided by the Committee and there will be a workshop for the residents.

Soda Can Bins. These are not being emptied out and continues to be a problem.

Southborough Meadows (over 55 development), Boston Road. This is considered residential and their trash and recyclables will be picked up individually by BFI and the residents will have to pay the \$50 transfer station sticker fee.

8:32 p.m. to 9:05 p.m. MBTA Project was discussed. Selectmen in a letter to MBTA dated February 9, 1999, asked MBTA to confirm in writing their agreement with the Selectmen's record of the meeting held in Rep. Barbara Gardner's office on July 1, 1998. The Minutes stated the agreements that were reached on the outstanding issues. The Board feels it must have confirmation of these items before approving locating a station in Southborough. MBTA replied on May 27, 1999. Chairman Christensen did not entirely agree with the May 27 letter and took exception to paragraph c. that stated:

"We must however take exception to your statement that the MBTA acknowledges that our project will seriously impact this intersection. The Cordaville Road/Main Street Intersection, while operating at C and D levels of service in 1996, is expected to deteriorate to E and F levels of service during the A.M. peak periods in 2001. It appears

deteriorate to E and F levels of service during the A.M. peak periods in 2001. It appears this is due to normal traffic growth and will occur with or without the commuter rail station.”

Selectmen would like MBTA to agree with what was stated at the 7/1/98 meeting. Selectman Christensen believed that paragraph c. was in the Environmental Impact Report. He felt that MBTA is looking for a way that they don't have to build the sidewalks and other improvements and that they don't really have any obligation. The Town said that it would take other improvements in lieu of the intersection improvements at Route 30 and 85. The Town Administrator is to check the EIR/MEPA report regarding the impact status of this intersection. Selectmen are in agreement with the rest of the 5/27/99 letter from the MBTA. The Town has to also decide on which side of the road the sidewalks will go.

OTHER BUSINESS TRANSACTED

Police Department Communications Officer. Dale J. Sawvelle, Sr. **resigned** effective as of August 25, 1999.

Selectmen VOTED 2-0-1 (Chairman Christensen did not vote) to **permit** SOS c/o Amy Coombs, SOS Coordinator, Finn School, to use the Town House Parking lot for the “Test Drive A Vehicle” fundraiser on Sunday afternoon October 10, 1999.

Re: 2 East Main Street (old gas station property). Selectman Coombs gave a brief report on the Municipal Land Committee meeting held tonight at the Town House. The owners want \$295,000 for this property. There is some contamination on this property which would have to be removed. It would be good if we could have a park there – it would attract people to the area.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 00):

16	10,958.05	7/23/99	School Payables, Encum. FY 99
17	58,101.73	7/23/99	School Payables, Encum. FY 99
18	24,096.22	7/23/99	School Payables, Encum. FY 99
19	18,074.52	7/23/99	Finn School Project
20	78,791.08	7/20/99	Federal Tax
21	110,637.90	7/21/99	Town Payroll
22	95,183.91	7/23/99	School Payroll
23	86,493.08	7/23/99	School Payroll (summer)
24	13,073.64	7/23/99	School Payables
25	45,635.67	7/23/99	Town Payables
TOTAL	541,045.80		

9:20 p.m. Board VOTED unanimously to go into Executive Session to discuss personnel matters. Roll call vote was taken. The three Selectmen voted aye. The Board will not return into open session.



Marjorie R. Putnam
Assistant to Town Administrator

[s/selmin/99mtgs/July 20]

[Approved by Selectmen 9/21/99]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, July 27, 1999

6:53 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman William J. Christensen, Selectman David W. Parry, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

MINUTES APPROVED

Board VOTED unanimously to approve June 1, 1999 Minutes.

Board VOTED unanimously to approve Executive Session Minutes of June 1, 1999 (not to be released).

APPOINTMENTS MADE

Special Municipal Employees. Board VOTED unanimously to appoint Advisory Committee members, their terms to expire June 30, 2002:

- Richard J. Bellotti, 7 Ledge Hill Road
- Roger W. Challen, 29 Oak Hill Road, Fayville

Youth Commission. Board VOTED unanimously to appoint as Commissioners:

- Dale A. Burgess, 19 Strawberry Hill Rd., her term to expire 6/30/00 (to fill unexpired term of Melinda Janko)
- Peter E. Stutman, 8 Strawberry Hill Rd., his term to expire 6/30/02 (to fill unexpired term of William M. Eagan, Jr.)

LICENSES

Board VOTED unanimously to amend Select Auto, Inc. Class II License (#CLII-5-99) to read "Wholesale Used Car Dealer" to reflect the appropriate designation for the automobile brokerage located at 155 Boston Road, Suite 7. This was requested by owner Jean L. Miller as suggested by State Police Trooper Koch.

MERIT INCREASE

Board VOTED unanimously to grant a 2.2% merit increase for Assessors' Senior Clerk Phyllis L. Auricchio. Increase is from \$14.05/hr. to \$14.36/hr. effective August 20, 1999.

Town Clerk Paul J. Berry requested that Gina Mingace be granted a 5% personal increase to begin on July 22, 1999. Since Ms. Mingace is now at the maximum rate (\$15.67/hour) under the NAGE contract, the Board tabled this request.

AGREEMENT

Board VOTED unanimously to sign Agreement with Browning-Ferris Industries (BFI) which runs from October 1, 1999 through September 30, 2000 allowing them to use the Southborough Transfer Station for their residential customers. This was approved by DPW Superintendent John W. Boland, Town Counsel Frederick Busconi and the Recycling Committee.

BUY RECYCLE POLICY

Board VOTED unanimously to adopt the following “Buy Recycle” policy:

In recognition of the need to make more efficient use of our natural resources, create markets for the materials collected in recycling programs, reduce solid waste volume and disposal costs, the Town of Southborough is committed to purchasing products which are environmentally preferable and/or made of recycled materials whenever such products meet quality requirements and are available at reasonable prices and terms.

To the maximum extent practicable, the following standards should be adhered to:

- a) For all purchases of printing and writing paper for in-house use or custom printed materials by professional printers, including copier paper, offset paper, forms, stationary, envelopes, tablets, notepads and file folders, the minimum content standards shall be no less than 30% post-consumer recycled materials to meet the current state and federal minimum standards if the price preference does not exceed 5%.
- b) Consider the purchase of environmentally preferable products and other items with recycled content, such as, but not limited to, janitorial paper products, remanufactured toner cartridges, office supplies and trash bags.
- c) For the purpose of measuring the progress of the program and success in meeting the recycling goals of the Commonwealth, each department shall report purchases of recycled products to the Town Administrator on July 30 for the previous fiscal year.

The Recycling Committee informed the Selectmen that this policy is necessary in order to get state grants.

BUILDING DEPARTMENT INSPECTION FEE SCHEDULE

Building Inspector Peter Johnson explained the various changes in the Fee Schedule. Board VOTED unanimously to approve Building Inspector's request for a change to the Department Fee Schedule contingent upon the review and approval by Town Counsel of the provision that states “Work started without a permit will be subject to double the scheduled fees.” This Fee Schedule would be effective as of July 1, 1999.

CONTRACTS

As recommended by DPW Superintendent John W. Boland and H₂O Engineering Consulting Associates, Inc., the Board VOTED unanimously to award the contract for the installation of water mains in Willow Street and Valley Road to low bidder Patriot Excavating Corp., 19 Bulette Road, Acton, MA 01720 in the amount of \$221,250.00.

SCHEDULED MEETINGS

6:45 p.m. Meeting scheduled with AT & T Wireless PCS, Inc. re flagpole/telecommunication tower. [Representative arrived late. See 7:50 p.m. for action on this matter.]

7:01 p.m. to 7:07 p.m. Hearing was held on request of Carpenters' Restaurant, Deborah S. Mayo, Manager, 1 Southville Road, to open at 11 a.m. and serve alcohol during their Sunday brunches. Deborah Mayo was present. Under MGL Chapter 138, Section 33B, the Board VOTED unanimously to grant request to serve alcohol during Sunday brunches starting at 11 a.m.

7:07 p.m. to 7:11 p.m. David F. Teller, Chairman of MetroWest Growth Management Committee (and Ashland Selectman), presented a MetroWest Service Award to Eagle Scout Nicholas Challen for outstanding accomplishment in organizing, supervising and creation of an index of building department permits and entering this information into a data base which he helped to create. Building Inspector Peter Johnson also thanked Mr. Challen.

7:15 p.m. to 7:50 p.m. Senator Pamela Resor gave an update re various legislation pending and other matters. Selectmen expressed their various concerns such as cemetery enlargement (MDC) property, MBTA (still in the process of negotiating), traffic flow (495 interchange will help), community housing, Chapter 61A properties, etc. Selectmen would like Town Administrator to prepare a list for the Senator to consider.

7:50 p.m. The A.T. & T. Wireless PCS, Inc. representative had to leave (re flagpole/telecommunication tower) but left with Town Administrator a copy of a new lease agreement. Mrs. Conlin asked the Board to authorize her to sign this agreement once she and Fire Chief Peter Phaneuf feel comfortable with it. Chairman Christensen left the table during the discussion of the A.T. & T. lease agreement due to a conflict of interest. Selectman Parry and Selectman Coombs VOTED to authorize Janice C. Conlin to sign the new A.T. & T. Lease Agreement.

7:55 p.m. Meeting scheduled with Chairman of Personnel Board Tim McHugh re adopting an Alcohol and Drug Policy. Mr. McHugh stated that they don't have a final draft for the Board at this time. It should be ready to present to the Board to adopt on September 7.

8:10 p.m. to 9:12 p.m. Board met with Algonquin Regional School Committee (Shirley Lundgren, Chairman), Advisory Committee (Martin Healey, Chairman) and High School Study Committee (John Butler, Chairman) to discuss the calling of a Special Town Meeting in the Fall. Shirley Lundberg, Chairman of the Algonquin Regional School Committee gave the presentation. Board noted 7/22/99 letter from Barry M. Brenner, Northborough Town Administrator, which stated that the Northborough Board of Selectmen voted on July 19 to call a Special Town Meeting for October 4, 1999 in response to the request of the Northborough/Southborough Regional School Committee concerning the proposed High School Project. The Northborough Board of Selectmen also requested that the Southborough Board of Selectmen consider an amendment to the Regional School Agreement relative to capital costs. The October STM would ask for design fees and purchase of adjacent land to Algonquin (21 acres).

Southborough Chairman of Board of Selectmen William Christensen stated that October 4 was too early and all the facts would not be in by that time. He suggested a Special Town Meeting at the end of October or early November. Chairman Christensen suggested a joint committee regarding how the funding will be done, that it is a mistake to go before a Special Town Meeting without the numbers. He felt that it is premature to consider amending the Regional School Agreement before the Special Town Meeting.

Town Administrator will send a letter to Barry M. Brenner, Northborough Town Administrator, informing him that the Southborough Selectmen did not vote to call a Special Town Meeting and listed three reasons: (1) Southborough Advisory Committee need more time to thoroughly study every aspect of this issue. Northborough Appropriation Committee Chairman agreed and stated that her committee's input was not solicited in the decision to call a meeting on October 4. (2) There is no purchase and sale agreement in place with Met Life to purchase the abutting property. This must be in place before a meeting is called to purchase the property. (3) A regional committee should be established to study the proposal to change the formula for the assessment of the capital costs. A change in the assessment formula could dramatically change the cost to the taxpayers in both towns. This issue should be resolved before any vote is taken to appropriate funds for purchasing property or design. The Southborough Advisory Committee will give an update to the Southborough Selectmen regarding this issue on September 7.

OTHER BUSINESS TRANSACTED

Board noted July 28, 1999 Draft of a memo Town Administrator would like to send to All Departments, Boards and Commissions regarding exploring the purchasing of 36 acres of residential property and a portion of the industrial park property (includes access to Crystal Pond Road and the two ponds off Crystal Pond Road). This property is located south of Route 9. Flatley owns an interest in the property with a New York insurance company. Anyone who is interested to view the property should contact Town Planner Wayne Thies. He will arrange a walking tour of the property with the owner. The memo also invites anyone who is interested to come to the Selectmen's meeting on September 7

at 8 p.m. To discuss purchasing this property. Selectmen VOTED unanimously to send the memo and to authorize Janice C. Conlin to acquire an appraisal of this property.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 00):

26	2,377.01	7/30/99	SCHOOL CAFETERIA
27	2,271.79	7/30/99	SCHOOL TEL. (FY 99 ENC.)
28	1,706.77	7/30/99	TOWN TEL. (FY 99 ENC.)
29	160,456.50	7/30/99	TOWN PAYABLES
30	282,042.00	7/30/99	SCHOOL BLDG. PROJECT
31	72,236.00	7/28/99	TOWN PAYROLL
32	7,140.53	7/28/99	MONTHLY PAYROLL
33	65,290.58	7/27/99	FEDERAL TAX
TOTAL	593,521.18		

9:40 p.m. Meeting adjourned.



Marjorie R. Putnam
Assistant to Town Administrator

[s/selmin/99mtgs/July 27]

Approved by Selectmen 9/21/99.

MINUTES
BOARD OF SELECTMEN
Hearing Room
Tuesday, August 31, 1999

Present: Chairman William J. Christensen, Selectman David A. Coombs, Treasurer/Collector Mary B. Guilford and Town Administrator Janice C. Conlin.

Absent: Selectmen David Parry and Asst. Town Administrator Marjorie Putnam were on vacation.

9:12 p.m. Meeting convened.

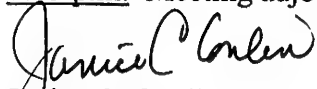
The Board of Selectmen unanimously VOTED (2-0) as follows:

1. That the Town shall issue bonds for financing loans to residential property owners of the Town to repair, replace and/or upgrade residential septic systems pursuant to agreements with the Board of Health and such residential property owners (the "Project"), in the aggregate principal amount of \$500,000 (the "Bond"), authorized under and pursuant to Chapter 44, Section 7(1), Chapter 111, Section 127B1/2 and Chapter 29C, of the Massachusetts General Laws, as amended and supplemented, and by vote of the Town, duly adopted, all as more particularly described herein.
2. The Bond shall be dated as of its date of issuance and issued initially as a registered Bond, shall mature in annual installments and bear interest on such day(s) in each year as may be approved by the Treasurer and the Board of Selectmen in accordance with Schedule C appended to the Loan Agreement hereinafter described (the "Loan Agreement"), such approval to be evidenced by their execution of the Bond. The Bond is substantially in the form set forth as Exhibit A hereto and otherwise shall be issued in such manner and form as the signatories shall approve by their execution thereof.
3. That the Bond shall be sold to the **Massachusetts Water Pollution Abatement Trust** (the "Trust") at the price of par.
4. That this issue shall consist of **\$500,000 Septic System Repair Loan Bond** being all of the \$500,000 Septic System Repair Loan Bonds authorized under Chapter 44, Section 7(1), Chapter 111, Section 127B1/2 and Chapter 29C of the Massachusetts General Laws, as amended and supplemented, and by a vote of the Town duly adopted under Article 5 of the Warrant at the Special Town Meeting held on December 10, 1997.
5. That the forms, execution and delivery of the Project Regulatory Agreement dated February 17, 1999 and the Loan Agreement dated as of February 17, 1999, both as executed in the name and on behalf of the Town by the Treasurer in order to evidence the sale of the Bonds, are hereby approved, ratified and confirmed in all respects, with any changes therein not inconsistent with this vote as may be approved by the Treasurer.
6. That all things heretofore done and all action heretofore taken by the Town and its officers and agents in its authorization of the Project and its financing are hereby ratified, approved and confirmed.
7. That the Town Clerk and the signers of the Bond are each hereby authorized to take any and all actions necessary and convenient to carry out the provisions of this vote, including delivering the Bond against payment therefor."

The Board voted unanimously to reject all bids for the irrigation systems for Choate and Trottier Middle School due to non-compliance with Chapter 30B.

The Board voted unanimously to approve the use of Choate Field for a Celebrity Softball Game sponsored by the Southborough Firefighters Assoc.

7:15 p.m. Meeting adjourned.



Janice C. Conlin
Town Administrator

[S/selmin/99mtgs/August 31]

Approved by Selectmen October 19, 1999

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, September 7, 1999

7:00 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman William J. Christensen, Selectman David W. Parry, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

MERIT INCREASES

Gina Mingace. Selectmen VOTED unanimously to **deny** the 5% personal rate requested by Town Clerk Paul Berry. Letter is to go to Mr. Berry suggesting that he review and update the job description for Ms. Mingace and explore the possibility of upgrading the position. This would require the approval of the Board of Selectmen.

Kirsten Brownlee. As requested by Director of Recreation Kathryn A. Garcia, the Selectmen VOTED unanimously to grant a 5% merit increase, effective August 3, from \$12.54/hour to \$13.17/hour.

Patrice Kline. As requested by Principal Assessor Arthur K. Holmes, the Selectmen VOTED unanimously to grant a 3.4% merit increase, effective July 26, 1999, from \$16.45/hour to \$17.01/hour (max).

RESIGNATIONS

Board accepted resignation from Historical Commission received from Carol A. Gay effective 9/1/99.

APPOINTMENTS

Southborough Cultural Arts Council. The Board VOTED unanimously to appoint Nancy Franz Karis, 25 Ledge Hill Road, her term to expire September 12, 2001.

Part-time Police Dispatcher. The Board VOTED unanimously to appoint Dale Sawvelle, 370 Bolton Street, Marlborough, MA 01752, his term to expire June 30, 2000.

Full-time Communications Officer – Police Department. The Board VOTED unanimously to appoint Kenneth J. Fitzgerald, Jr., 77 Maple Street, Holliston, MA 01746, his term to expire June 30, 2000. This appointment is contingent upon successfully passing a physical at MetroWest Occupational Medicine, 28 Worcester Road (Route 9 East),

Framingham, MA. Upon completion of the physical, he should report to Treasurer/Collector's office to complete his paperwork. Starting salary will be \$12.54 per hour.

Recreation Commissioner. The Board VOTED unanimously to appoint Marie Zullo Rice, 16 Constitution Drive, Southborough, her term to expire June 30, 2002.

Traffic Study Committee (ad hoc). The Board VOTED unanimously to appoint Robert L. Croatti, 1 Pine Hill Road, his term to expire June 30, 2000.

Board of Assessors. To fill two vacancies caused by the resignations of Paul Cibelli and Kirk Carter, Assessor Paul Nelson, Selectmen William J. Christensen, David W. Parry and David A. Coombs VOTED unanimously (by roll call vote) to elect Shirley Bator (83 William Onthank Lane) and Donald A. Neal (10 Brook Lane) to fill these vacancies until the date of Town Election day, May 8, 2000. (See 7:36 p.m. to 8:00 p.m. Appointments.)

CONTRACTS

Board VOTED unanimously to sign contract for Construction of Water Mains and Appurtenances on Valley Road and Willow Street.

PERMITS

Close a section of Presidential Drive. Board VOTED unanimously to approve request of Elaine Holmes (13A Presidential Drive) to close off a section of Presidential Drive from 3:00 p.m. to 7:00 p.m. for a neighborhood block party on Sunday, September 26. Police Chief and Fire Chief to be notified in order to address any concerns they might have regarding public safety.

Road Opening Permit. Board VOTED unanimously to grant permit to open Pine Hill Road (at #97 & #54) requested by COM/GAS to install gas services.

Trash Removal/Transfer Station Permit Fees (Wildwood at Wedgewood) – Parkerville Road. Board VOTED unanimously to permit residents who contract with a private hauler permitted by the Town and whose rubbish is picked up individually by that hauler, to have their trash hauled to Millbury as part of the Southborough allotment. Each resident is required to pay the \$50 annual permit fee unless they are over age 65 as of September 15. Large containers or dumpsters are not considered residential trash to be hauled to Millbury. The rubbish in those containers is considered commercial and therefore disposed of accordingly.

Covered Bus Stop. Selectmen VOTED unanimously to table approval of a covered bus stop to be located in the right of way at Ashley and Davis Road. This is to be approved by Building Inspector Peter Johnson, DPW Superintendent John Boland and public safety

officials. This was requested by Dean T. Hillman, Chairman, Southboro Estates, 2 Ashley Road.

POLICY FOR FULL-TIME EMPLOYEES TO WORK AT HOME

Selectmen reviewed proposed policy submitted by Town Administrator. Conservation Commission is requesting permission to allow their Administrative Secretary Kathleen O'Brien to work at home. Kathy is an excellent employee that the Conservation Commission wants to retain. She has been on maternity leave and at the end of her leave she decided she would not return to work until September 2000. This policy is to be approved by the union. Selectmen would like the policy reviewed by Attorney D. Moschos. Therefore, action on this policy was tabled. [Action by Selectmen: September 13.]

SCHEDULED MEETINGS

7:04 p.m. to 7:20 p.m. John Butler, Chairman of High School Study Committee, presented to the Selectmen the completed *Report of the High School Study Committee, Town of Southborough September 1, 1999*. Reports are available for the public. Selectmen VOTED unanimously to send a letter to the Northborough Selectmen asking that the Northborough officials (Finance/Advisory Committee, School Committee and Capital Budget Committee) review this report before the meeting in Northborough on Monday, September 13, at 7:30 p.m. in order that this report may be part of the discussion.

7:20 p.m. to 7:35 p.m. Due to a conflict of interest, Chairman Christensen left the table and did not participate in the next discussion re AT & T flag pole placement.

7:21 p.m. to 7:34 p.m. Representative of Anderson & Kreiger, attorneys for AT & T discussed: the flag pole location (to the side of the front door), the height (110 feet agreed on), the coating of the pole (option selected: epoxy/urethane), color of steel/fiberglass pole (gloss white), lighting of pole (switch to turn on lighting to illuminate pole at night if flag is flying), shrubs/landscaping etc. (AT & T will pay). Site work can be started now. A completed engineering drawing will be coming for RFP.

7:36 p.m. Joint meeting was held with remaining Assessor Paul Nelson to interview three candidates to fill two vacancies (until next Town Election of May 2000) caused by the resignations of two Assessors Paul Cibelli and Kirk Carter. Candidates interviewed were:

7:36 p.m. Shirley Bator, 83 William Onthank Lane.

7:45 p.m. Arthur P. Lamy 12 Bigelow Road

7:47 p.m. Donald A. Neal, 10 Brook Lane

Names placed in nomination:

Selectman Parry nominated Donald A. Neal and Shirley Bator.

Assessor Nelson nominated Arthur P. Lamy and Donald A. Neal.

VOTE: Roll call vote was taken. Chairman Christensen, Selectman Parry, Selectman Coombs and Assessor Nelson voted for Shirley Bator and Donald A. Neal.

8:00 p.m. to 8:55 p.m. Discussion of Flatley property (40 acres near Crystal Pond Road – part of Map 26/9) with Open Space Preservation Commission, Conservation Commission, Planning Board, Schools, Department of Public Works and Municipal Land Committee. John Boland, Wayne Thies (Town Planner) and Open Space members went on the site walk. Conservation Commission (John Leeds and Dick Upjohn) said they plan to walk the site. Read into the record was letter from Richard L. Cane, Regional Director, Real Estate Planning and Development, Flatley Company. The consensus by those present was that the Selectmen should pursue purchasing the property. It appears there are many potential uses, i.e. cemetery, recreation, school, etc.

8:55 p.m. to 9:15 p.m. Board met with Marty Healey, Chairman of Advisory Committee. Board discussed September 7 letter from Mr. Healey regarding Regional High School – Capital Cost Apportionment. Advisory Committee recommended that no date for a special town meeting be set at this time and should be addressed and resolved at a joint meeting between the Southborough Board of Selectmen and Northborough Board of Selectmen on Monday, September 13, in Northborough. Mr. Healey will attend the September 13 meeting.

OTHER BUSINESS TRANSACTED

Board VOTED unanimously that Chairman Christensen sign Letter of “No Objection” re Level 3 Intercity Fiber Optic Network Project from Albany, New York to Cambridge, Massachusetts.

Board VOTED unanimously that Chairman Christensen sign document from MetroWest Chamber of Commerce which stated that the Town of Southborough wishes to be included in the MetroWest Chamber of Commerce’s **grant** application for the 1999 Mass. Turnpike Authority Western Turnpike Tourism Grant Program.

Board noted letter dated 8/10/99 received from Carole Maconi regarding water bans. Letter is to be sent to her commending her for her concern to conserve water and protect the environment. The water ban is a voluntary ban. If the water ban were mandatory, those with or without irrigation systems would not be able to water their lawns.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 00):

34	54,804.97	8/03/99	FEDERAL TAX
35	75,710.71	8/04/99	TOWN PAYROLL
36	40,837.27	8/06/99	SCHOOL PAYROLL – FY00
37	86,493.08	8/06/99	SCHOOL PAYROLL – SUMMER SALS
38	53,952.96	8/06/99	SCHOOL PAYABLES – FY 99 ENC.
39	1,060.00	8/06/99	SCHOOL BLDG. PROJECT
TOTAL	312,858.99		

40	9,172.65	8/13/99	SCHOOL BLDG. PROJECT
41	176,416.52	8/13/99	TOWN PAYABLES
42	24,743.03	8/10/99	FEDERAL TAX
43	73,339.14	8/11/99	TOWN PAYROLL
TOTAL	283,671.34		
44	6,136.66	8/20/99	SCHOOL FUNDS
45	14,623.03	8/20/99	SCHOOL PAYABLES
46	1,141.78	8/20/99	SCHOOL BELL ATLANTIC/MCI
47	16,511.34	8/20/99	SCHOOL PAYABLES
48	56,701.24	8/17/99	FEDERAL TAX
49	78,101.25	8/18/99	TOWN PAYROLL
50	86,493.08	8/20/99	SCHOOL SUMMER SAL. PAYROLL
51	45,914.24	8/20/99	SCHOOL FY00 PAYROLL
TOTAL	305,622.62		
52	270,077.63	8/27/99	TOWN PAYABLES
53	2,500.00	8/27/99	FINN SCHOOL PROJECT
54	1,961.99	8/27/99	SCH. ENCUMB. FY99/OTHER FUNDS
55	1,746.25	8/27/99	BELL ATLANTIC/M.C.I.
56	63,318.59	8/24/99	FEDERAL TAX
57	6,316.53	8/25/99	MONTHLY TOWN PAYROLL
58	72,455.08	8/25/99	TOWN PAYROLL
TOTAL	418,376.07		
59	770,166.10	8/31/99	TOWN PAYABLES/ALGONQUIN 1 ST QUARTER
60	887.14	9/03/99	SCHOOL BELL ATLANTIC/M.C.I.
61	22,405.33	9/03/99	SCHOOL PAYABLES
62	8,901.52	9/03/99	SCHOOL PAYABLES
63	8,962.21	9/03/99	SCHOOL PAYABLES
64	9,373.45	9/03/99	SCHOOL PAYABLES
65	81,400.12	8/31/99	FEDERAL TAX
66	75,496.04	9/01/99	TOWN PAYROLL
67	237,582.03	9/03/99	SCHOOL PAYROLL (2)
TOTAL	1,215,173.94		
68	257,564.34	9/10/99	TOWN PAYABLES
69	16,756.64	9/10/99	CHAPTER 90
70	496,607.50	9/10/99	SCHOOL BLDG. PROJ.
71	26,474.57	9/07/99	FEDERAL TAX
72	80,250.81	9/08/99	TOWN PAYROLL
TOTAL	877,653.86		

10:15 p.m. Meeting adjourned.

Marjorie R. Putnam
Marjorie R. Putnam, Assistant to Town Administrator

[s/selmin/99mtgs/september 7]

Approved by Selectmen 10/5/99

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, September 21, 1999

7:00 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman William J. Christensen, Selectman David W. Parry, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

MINUTES APPROVED

Board VOTED unanimously to approve Minutes of July 13, 20, and 27, 1999.

Board VOTED unanimously to approve Executive Session Minutes (not to be released) of May 11, July 13, July 20 and September 13, 1999.

PERMITS, MISC.

Board VOTED unanimously to grant a **parade permit** requested by Heritage Day Committee for Annual Heritage Day Celebration on Monday, October 11, starting at 10 a.m. at St. Anne's Church, Boston Road. Selectmen Christensen and Parry will march in the parade.

Board VOTED unanimously to grant the residents of Woodbury Estates permission to **close the southern portion of Darlene Drive** (from approximately one house east of the Vale Terrace egress to one house north of Michael Circle) to traffic on Saturday, September 25, 1999 from approximately 1 p.m. to 6 p.m. for the annual block party. Police Chief William J. Colleary should be contacted regarding the safety issue of the closing time of 6 p.m. Copy of letter is to go to Police Chief Colleary and Fire Chief Peter F. Phaneuf.

CONTRACTS

As recommended by DPW Superintendent John W. Boland, the Board VOTED unanimously to award contract for **upgrades to the School Zone Flashing Lights on Deerfoot and Parkerville Roads** to low bidder Traffic Systems Co., Inc., 24 Rockdale Street, Worcester, MA, as per his bid of \$15,500.

SCHEDULED MEETINGS

7:12 p.m. Board VOTED unanimously (by roll call vote) to go into Executive Session to discuss litigation. They will return to open session at the end of the Executive Session.

7:45 p.m. to 7:55 p.m. Board returned to open session. They met with Conservation Commission member Richard Upjohn. Read into the record was Conservation Commission letter dated September 20 informing the Board that on September 18 three members of the Commission walked the **Flatley land off Crystal Pond Road**. It is their opinion that there is a viable access route between the two ponds, using an already existing woods road and only necessitating bridging the sluiceway from the upper pond. Mr. Upjohn stated that if the Town can obtain the land, they would prefer an access road running around the southern edge of the ponds. This is over flat and sandy soils and there is already a rough road there. In the Commission's opinion access to the north of the ponds would not be practical as it would mean crossing a deep and wide brook/swamp valley of the outlet of the ponds.

7:55 p.m. to 8:15 p.m. Meeting with David Falconi re Historical Society/Recreation Commission Building (in back of Town House). Read into the record were two letters: (1) August 20 letter from Southborough Historical Society, David K. Falconi, President, enclosing a bill from Daddario Supply in the amount of \$562.78. This is for various light fixtures and other electrical supplies for the "Flagg School Building". Mr. Falconi explained why they were not aware of this bill. They thought it was included in another bill and not a separate bill. Therefore it is why the bill was not encumbered at the end of the fiscal year. Town Administrator said that a credit of \$73 will be coming from Daddario thus lowering the amount due. (2) September 21 letter from Kathryn A. Garcia, Director of Recreation, expressing her concerns regarding her lack of working space in the computer room. She and her staff have been relocated there for almost two years. She appealed to the Selectmen to resolve this issue and ask the Historical Society for a "hard and fast completion and inspection date".

Mr. Falconi stated that they cannot get a temporary occupancy permit until Building Inspector is satisfied regarding several items. Needed to be completed: handicap issues re front door, plumbing inspection (need electrical outlet to plug in the water heater) and the heat should be on (they were waiting for Assabet to do that). They had hoped that Assabet student would come back after Labor Day. To date they have not heard from them. Regarding a potential fire, there is no sprinkler system – a horn blows outside. They were hoping that Assabet could install that. They have now written Assabet off. Heat status: still not finished. Mr. Falconi said they hoped to have an open house on Heritage Day. They would like the Selectmen to send a letter of appreciation to Assabet students and to Jackie Mahoney.

Motion was made to authorize the payment of the remaining bill and to install the needed electrical outlet. Money will come out of the Buildings and Grounds budget. VOTE: unanimous.

MERIT INCREASE

As recommended by Town Planner Wayne Thies, the Board VOTED unanimously a 5% merit increase for **Hillary Brigandi**, from \$13.69/hr. to \$14.37/hr. effective September 16, 1999.

OTHER BUSINESS TRANSACTED

Board signed letters addressed to Representative Barbara Gardner and Senator Pamela Resor stating that the Selectmen fully support the \$2.8 billion Senate appropriation for **Chapter 70 school aid** that is \$89 million more than the amount budgeted by the House. Selectmen are asking for their public support for the higher Senate appropriation and asked that they contact Speaker Finneran and tell him that they strongly support the school aid amount voted by the Senate in the amount of \$1,376,708.

Board signed a letter to **Bill Clewes, Transfer Station Operator**, commending him for his fast reaction on Friday, September 10, when he observed a hazardous chemical about to be dumped into the bin. The fact the he detected the chemical before it was dumped, stopped the truck from unloading, and his fast action in notifying the proper authorities, prevented this situation from turning into an even larger and more dangerous problem.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 00):

73	84,937.92	9/14/99	FEDERAL TAX
74	80,856.02	9/15/99	TOWN PAYROLL
75	244,813.32	9/17/99	SCHOOL PAYROLL
76	30,918.58	9/17/99	SCHOOL PAYABLES
77	5,426.39	9/17/99	SCHOOL PAYABLES
78	15,694.14	9/17/99	SCHOOL PAYABLES
79	5,901.19	9/17/99	SCHOOL PAYABLES
TOTAL	468,547.56		
80	135,465.60	9/24/99	TOWN PAYABLES
81	1,902.50	9/24/99	BELL ATLANTIC/M.C.I.
82	23,593.01	9/21/99	FEDERAL TAX
83	70,513.49	9/22/99	TOWN PAYROLL
TOTAL	231,474.60		

8:20 p.m. Meeting adjourned.

Marjorie R. Putnam

Marjorie R. Putnam, Assistant to Town Administrator

[s/selmin/99mtgs/September 21]

Approved by Selectmen October 19, 1999

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, September 28, 1999

6:30 p.m. Convened in Conference Room A, first floor of the Town House.

Present: Chairman William J. Christensen, Selectman David W. Parry, Selectman David A. Coombs, and Town Planner Wayne Thies.

Absent: Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

CONTRACTS

As recommended by DPW Superintendent John W. Boland, the Board VOTED unanimously to award contract for **Various Aggregates-FOB: Town Yard** to low bidder Pyne Sand & Stone Co., Inc., 66 Fruit Street, Hopkinton, MA 01748, as per its September 13, 1999 bid of \$29,354.

As recommended by DPW Superintendent John W. Boland, the Board VOTED unanimously to award contract for **Type I Bituminous Concrete Complete In Place – Various Locations** to low bidder Lorusso Corp., 3 Belcher Street, Plainville, MA 02762, as per its September 23, 1999 bid of \$120,157.50.

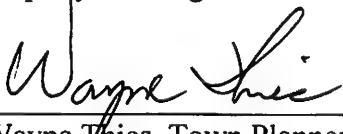
ROAD OPENING PERMITS

Board granted permits as requested by

- ☐ COM/GAS to open 36 East Main Street to install gas service
- ☐ Borggaard Construction to open Fisher road to install water line
- ☐ Robell Excavating to open Northborough Road & Johnson Road to widen roadway surface.

☐

6:40 p.m. Board VOTED (by roll call) to go into Executive Session to discuss real property and litigation. Board does not plan to return to open session.


Wayne Thies, Town Planner

mrp

[s/selmin/99mtgs/September 28]

Approved by Selectmen October 19, 1999

**MINUTES OF EXECUTIVE SESSION
BOARD OF SELECTMEN
Conference Room A, Town House
Tuesday, September 28, 1999**

6:40 p.m. The Board of Selectmen voted unanimously (by roll call vote) to enter into Executive Session to discuss legal matters concerning the possible purchase of land and litigation regarding a personal airstrip.

Present were: Chairman William J. Christensen, Selectman David W. Parry, and David A. Coombs.

Also present were: Town Planner Wayne Thies and Charles Katuska of the Conservation Commission.

Discussion began regarding the Town's interest in purchasing a portion of land off of Crystal Pond Road currently owned by the Flatley Company. Mr. Parry began by explaining how he and Mr. Katuska had spent several hours of the previous Sunday walking the site to determine the possibility of connector Road from Crystal Pond Rd. to the eastern portion of the site being constructed without impacting wetlands. The Conservation Commission had walked the site and felt it was possible to build a road between the ponds or to the southwest of the ponds. Mr. Katuska, who is perhaps the most knowledgeable member of the Conservation Commission regarding wetlands delineation, was not in attendance for that walk so Mr. Parry felt it was important to solicit his opinion. Mr. Katuska confirmed the Commission's opinion that the best means of accessing the back portion of the property was by obtaining more land southwest of the ponds. Everyone agreed that building a road between the ponds would be expensive and ruin the ambience of the site. While Mr. Katuska felt fairly confident that the wetlands could be avoided, he said that there was evidence of new wetland flagging on site and it would be valuable to obtain copies of this new mapping for assurance before any negotiations for a purchase began.

The Selectmen spoke briefly about how to open negotiations with the Flatley Company regarding the price. It was feared that the Town's appraisal may be viewed as low by Flatley. Mr. Parry felt that no price should be discussed until we have more definitive wetlands mapping.

At 7 PM Mr. Katuska had to leave and Mr. Richard Kane of the Flatley Company joined the meeting. The Selectmen expressed their concern over the issue of access from Crystal Pond Road through various areas of wetlands. Mr. Kane said that BSC Engineers were due to have the new wetlands mapping done within a few days and that he would supply the town with a copy. He also relayed his major concerns regarding this negotiation process which centered around timely response, which is difficult for town government that requires town meeting approval, and a desire to not get in the middle of a Southborough High School debate. Mr. Christensen explained the process for calling a

town meeting and said he was not opposed to holding a meeting in the first week of December. The other members agreed but said if it were delayed any further we would likely wait until early January after the holidays. The Selectmen agreed that the high school issue will be in the mix but that they will do all they can to separate the two. Mr. Coombs felt that the sooner we act on the land purchase the easier it will be to keep them separate since he anticipated the high school issue would heat up in the spring. Mr. Thies asked who would prepare the final survey of the land to be purchased when it was determined what parcels were to be purchased and Mr. Kane said that his engineers would do it. Mr. Kane then gave the Selectmen a breakdown of his development costs and potential profits on the residential portion of the property which showed values of \$175,000 to \$250,000 a lot. This brought the total value of the residential parcel alone to between 2.7 and 4 million dollars. He felt that Mr. Flatley would be looking for close to \$70,000 per acre for the residential land and maybe more for the industrial park land. Mr. Kane admitted that the ponds and wetlands were of less value but still could be used for lot area and open space buffers so there was some worth. Mr. Thies said that recent residential land sales were more in the range of \$45,000 to \$55,000 per acre but that they seemed to be continuing to rise with each transaction. It was pointed out that most residential builders buy land with options based on the number of lots that are eventually approved. In this case, without definitive soil testing and option possibilities, it is very hard to place a value on the land.

It was agreed to hold another meeting on Thursday, October 7th at 7:30 PM at which time the new wetlands mapping would be available. Mr. Kane agreed to get the mapping to us ahead of time if it is available. The Selectmen said they would invite Mr. Katuska to that meeting to help analyze the wetlands mapping. Mr. Kane left the meeting at 8:40 PM.

The Selectmen briefly discussed the issue of the somewhat low appraisal and what would obviously be a much higher asking price. It would be hard to sell at a town meeting a price that is substantially higher than our appraisal. It was felt that Joe Green should be asked to rework the section of his report dealing with the Industrial Park land which he valued low because it had no zoning frontage. It was felt that that was misleading because it was obviously worth much more to Flatley who had frontage. Since it would cost the town extra to have the report revised, it was decided to do nothing until the wetlands mapping was made available and it was determined what land was desired. If the cost was to go beyond what the Selectmen felt was reasonable, some of the Industrial Park land may be excluded from the purchase. The Selectmen also agreed that it was imperative that the purchase plan be taken to all Boards and Commissions for their input prior to town meeting to avoid any surprises on the floor. Mr. Thies said he felt the Planning Board would support the purchase or at least no one would speak against it.

Mr. Thies left the meeting at 9:05 PM.


Wayne Thies, Town Planner

**MINUTES OF MEETING
BOARD OF SELECTMEN
Tuesday, October 5, 1999**

6:37 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman William J. Christensen, Selectman David W. Parry, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

6:37: Motion was made to go into Executive Session to discuss litigation. Board plans to resume in public session at the end of the Executive Session. Vote: unanimous by roll call vote.

7:28 p.m. Opened public session.

MINUTES APPROVED

Board VOTED unanimously to approve Minutes of September 7, 1999 and Executive Session Minutes of September 13, 1999 (not to be released).

LICENSES

Class II Auto License was granted to Ellis Imports, Inc. d/b/a Ellis European Auto Sales, Charles G. Ellis, Jr., President, 155 Boston Road. (See 7:28 p.m. appointment)

CONTRACTS

Board VOTED unanimously to award the following contracts:

- Gasoline: to Peterson Oil Service, 75 Crescent Street, Worcester, MA as their escalation price per gallon is the lower of the two bidders. Their bid was:

Boston Low Price (9/29/99)	Price per gallon	Escalation
.7825 cents	1.052	.2695 cents

- Heating Oil: to Falconi Brothers, Inc., 29 Boston Road, Southborough, MA. They were the only bidder. Their bid was:

Boston Low Price (9/27/99)	Price per gallon	Escalation
.6430 cents	.7429 cents	.0999 cents

- Diesel Fuel: to Peterson Oil Services, 75 Crescent Street, Worcester, MA. Their escalation price per gallon is the lower of the two bidders. Their bid was:

Boston Low Price (9/29/99)	Price per gallon	Escalation
.6825 cents	.9520	.2695 cents

APPOINTMENTS

Southborough Cultural Arts Council. Board VOTED unanimously to re-appoint Kimberley A. O'Connor, 2 Country Lane, her term to expire October 7, 2001.

South Middlesex Opportunity Council as Public Representative of the Board of Selectmen to the Board of Directors. Board VOTED unanimously to re-appoint Edgar A. Phaneuf, 171 Middle Road, his term to expire: October 21, 2000.

SCHEDULED MEETINGS

7:28 p.m. Selectman David W. Parry left the table at this time and did not participate in the Class II License meeting with Ellis Imports, Inc. due to a conflict of interest.

7:28 p.m. – 7:41 Board met with Charles G. Ellis, Jr., requesting a **Class II License** for Ellis Imports, Inc. d/b/a Ellis European Auto Sales at 155 Boston Road. Mr. Ellis explained that he does not want a dealer plate at this address but simply wants to store his extra vehicles there and needs a Class II License to comply with Registry Regulations. Mr. Ellis has a dealer plate with his Class II License at 12 Newton Street. He did hold a Class II License for 41 Turnpike Road (to store his cars) but that property was purchased recently by the New England Center for Children. He plans to rent an office at 155 Boston Road. His next step will be to apply for site plan approval from the Planning Board. Board VOTED (2-0-1) to grant this Class II License subject to any restrictions from the Site Plan Review.

7:42 p.m. Selectman Parry returned to the table.

7:42 p.m. – 8:00 p.m. Tim McHugh, Chairman of Personnel Board, stated that the **Alcohol and Drug Policy** is almost ready. It is a very comprehensive policy. The NAGE union still has to approve it. It should be ready by Selectmen's meeting of October 19.

Regarding **personal rates**, the Personnel Board want to eliminate them. They plan to rewrite the Salary Administration Plan to make the process of pay increases (Schedule B) simpler and clearer, i.e. the military has twelve steps for each grade.

OTHER BUSINESS TRANSACTED

Re: **Request to replace safety fence at Finn at Woodward School.** Selectmen agreed that Recreation Dept. can put the fence up this fall. After it comes down, it will not be allowed again. The Board would like Kathryn Garcia (Recreation Director) and Joe Kacevich (Chairman of Recreation Facilities Committee) to suggest a permanent, safer solution. The Selectmen do not want a 4 ft. chain-link fence but would like something inside the stone wall to stop a soccer ball from rolling up. The Board would like Ms.

Garcia to inform Mary Ryan (Principal of Finn at Woodward School) and the soccer group or any other sports program who are using this field to pay special attention to try to keep the children away from that fence by at least 20 feet.

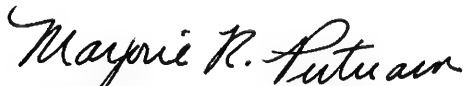
Trash barrels at Fay Field. Joe Kacevich (Chairman of Recreation Facilities Committee) asked the Board to change their trash barrel ban at Fay Field. He would like to place small trash containers at the field. These small containers would not encourage the public to place their residential trash in them and Joe Berte (Maintenance Man for the fields) could monitor them. The Selectmen would like DPW Superintendent John Boland's opinion as to whether or not this is feasible. Before the ban is lifted, the Board would like to have a meeting to discuss this issue. Evidently the signs regarding trash are ignored.

Cemetery Expansion. The Board noted the receipt of the ENF from the BSC Group re Map 44, Lot 5, Middle Road. Status: It is now to be determined whether or not the Town needs a full EIR.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 00):

84	166,548.88	9/28/99	FEDERAL TAX
85	8,410.53	9/29/99	MONTHLY TOWN PAYROLL
86	71,875.20	9/29/99	TOWN PAYROLL
87	241,910.08	10/01/99	SCHOOL PAYROLL
88	52,515.37	10/01/99	TOWN PAYABLES
89	536,141.32	10/01/99	SCHOOL BUILDING PROJECT
TOTAL	1,077,401.38		
90	23,510.68	10/05/99	FEDERAL TAX
91	69,762.10	10/06/99	TOWN PAYROLL
92	76,208.17	10/08/99	TOWN PAYABLES
93	4,831.50	10/08/99	SCHOOL BLDG. PROJECT
TOTAL	174,312.45		

8:35 p.m. VOTED to adjourn the meeting.


Marjorie R. Putnam
Assistant to Town Administrator

[s/selmin/99mtgs/October 5]

Approved by Selectmen November 9, 1999

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, October 7, 1999

7:00 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman William J. Christensen, Selectman David W. Parry, Selectman David A. Coombs, and Town Administrator Janice C. Conlin.

APPOINTMENT

Board VOTED unanimously to appoint Patrice Kline, 200 Southville Road, Southborough, MA as a member of the Alcohol and Drug Policy Committee to fill the unexpired term of Jennifer Bishop, her term to expire 6/30/99.

7:05 p.m. Board unanimously VOTED (by roll call vote) to go into executive session to discuss the purchase of real property. The Board voted not to return to open session.


Janice C. Conlin
Town Administrator

[s/selmin/99mtgs/October7]

Approved by Selectmen November 9, 1999

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, October 12, 1999

7:10 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman William J. Christensen, Selectman David W. Parry, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

ROAD OPENING PERMIT

Selectmen Parry and Coombs VOTED (2-0-0) to grant permit to Barletta Heavy Division, Inc., Roslindale, to open Northborough Road to install light weight fill.

SCHEDULED MEETINGS

7:15 p.m. to 8:55 p.m. Discussion regarding delineation of a portion of the Flatley property to be purchased by the Town. Property is located next to Data General and Crystal Pond Road.

Present were:

Recreation Facilities Committee: Joseph Kacevich, Chairman

Planning Board: Charles Gaffney (Chairman), Don Morris, and Wayne Thies (Planner)

Open Space Preservation Commission: Elaine Beals (Chairman)

Conservation Commission: John Leeds (Chairman), Ed Phaneuf, Dick Upjohn, Lou Bartolini and Chuck Katuska

Public Works Department: John W. Boland, Superintendent

Board of Health: Suzanne Traini

Municipal Land Committee: Alan Jones (Chairman)

Others: Mary Westland (Fairview Drive)

Wayne Thies gave a brief update. Several months ago Flatley's representatives came to Wayne Thies with a preliminary subdivision plan. There are 30 acres in the industrial park (about 12 acres are dry land) and 39 acres of residentially zoned property. As-built plans for Crystal Pond Road were never filed. Town of Westborough will only allow Data General to tie into their sewerage line. Flatley has tried to no avail. If the Town does nothing and if Flatley plans to develop this property, they will have to apply for a Special Permit. The Planning Board could then ask for a buffer zone (land that we don't have to pay for). Soil testing should be done. Board will ask Board of Health Agent Paul

Pisinski to do a perc test and will supply a witness to the testing. Charles Gaffney, Chairman of the Planning Board, said that one for every five acres should be perked. DPW Supt. John Boland said that the testing is a critical issue if the land is to be used for a cemetery. Open Space Preservation Commission Chairman Elaine Beals said that the piece on the north should be considered. Selectmen will investigate and then it has to go to Town Meeting for approval. A purchase and sale agreement should be negotiated a.s.a.p. Access will be off Crystal Pond Road (emergency exit would be off Fairview Drive). Wayne Thies will contract Dick Kane of Flatley and ask him regarding the buffer zone. He said that if the Town does nothing and Flatley goes to the Planning Board, they will force them to give the Town a buffer zone (that the Town does not have to pay for).

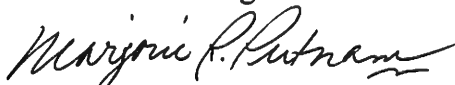
OTHER BUSINESS TRANSACTED

Re: Northborough Selectmen's appointment of a committee to study the **high school issue** from their perspective. Chairman Christensen signed letter to Frederick A. George, Chairman, Northborough Selectmen, stating the Southborough Selectmen would like to assist Northborough by providing the existing information gathered to produce the *Report of the High School Study Committee, Town of Southborough, September 1, 1999.*

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 00):

94	95,681.19	10/15/99	TOWN PAYABLES
95	15,000.00	10/15/99	SCHOOL BUILDING PROJECT
96	82,650.75	10/12/99	FEDERAL TAX
97	69,817.77	10/13/99	TOWN PAYROLL
98	247,806.46	10/15/99	SCHOOL PAYROLL
TOTAL	510,956.17		

9:10 p.m. Board VOTED unanimously by roll call vote to enter into executive session to discuss union negotiations. Board will not return into open session.



Marjorie R. Putnam
Assistant to Town Administrator

[S/selmin/99/October 12]

[Approved by Selectmen 10/17/00]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, October 19, 1999

7:00 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman William J. Christensen, Selectman David W. Parry, Selectman David A. Coombs, Town Administrator Janice C. Conlin, Town Planner Wayne Thies, and Marjorie R. Putnam (Assistant to Town Administrator).

MINUTES APPROVED

Board VOTED unanimously to approve Minutes of April 29, August 31, September 21 and September 28, 1999.

Board VOTED unanimously to approve Executive Session Minutes of September 21 and 28, 1999 (not to be released).

On June 16, 1998, the Board tabled the Selectmen's Minutes of Thursday, November 20, 1997. Board VOTED to take it off the table and it was VOTED unanimously to approve these Minutes.

RESIGNATION RECEIVED

Board noted October 4 letter from Cornelius A. Ferris resigning as Chairman of the Cemetery Study Committee.

APPOINTMENTS

As recommended by Police Chief William J. Colleary, the Board VOTED unanimously to appoint Kenneth J. Fitzgerald, Jr., 77 Maple Street, Holliston, MA 01746, as a **Special Police Officer**, his term to expire June 30, 2000.

SCHEDULED MEETINGS

7:00 p.m. – 7:15 p.m. Meeting with Tim McHugh (Chairman, Personnel Board), **regarding the adoption of Alcohol and Drug Policy.** The policy is still not ready for adoption. The Committee want to discuss this policy again at their next meeting on October 27. Mr. McHugh will schedule another meeting with the Board with the final policy.

The Selectmen also discussed with Mr. McHugh the issue **regarding mileage compensation, etc. for the Board of Health Agent**. The Board of Health felt that the Selectmen had promised them they would receive a special rate for travel reimbursement. The Selectmen did not recall any promise to approve a different mileage rate. This was to be in a line item in the Board of Health's budget. Town Administrator researched the records and found that the Selectmen had referred them to the Personnel Board. This was on November 2, 1998. (Suzanne Traini entered the meeting at 7:06 p.m.). The record shows that the Selectmen had suggested at the November 2 meeting that the Board of Health go to the Personnel Board regarding this issue. The Personnel Board then referred the Board of Health to the Advisory Committee. The Selectmen are asking Attorney D. Moschos to look into this issue to see if the Board of Health has the authority to handle this issue and set their own mileage rate. The Selectmen firmly believe that they did not set a special mileage rate for the Board of Health Agent. Attorney Moschos needs more time to research this topic and does not have an opinion at this time. If the Advisory Committee supports reimbursement in the Board of Health budget, then the Board of Selectmen feels it does not require the Selectmen to act on it. However, the Selectmen will ask Attorney Moschos if a vote of the Selectmen is needed. A copy of the Board of Health budget will be sent to Attorney Moschos. Hopefully an opinion from Attorney Moschos will be received in another week and it will be forwarded to the Board of Health. The Town has some four-wheel drive vehicles in its fleet now and perhaps they could be recycled in the near future. The Board doesn't feel that it should purchase a new vehicle. The Board of Health Agent should be told that when his lease is done, he should be prudent before signing up again for a long-term lease agreement as the Town may change its mind on this matter and look into other options. The Selectmen will resolve this issue as soon as possible.

Town Business Reorganization. The Selectmen told Mr. McHugh that the Board would like to get together with the Personnel Board to discuss about how the Town does business at the Town Hall and try to organize the right way to do that business in the future. Perhaps some functions should be reorganized. There is a lot more demand for services due to automation and the increase in the town's growth. Perhaps someone full time should handle personnel and benefit matters which are getting more technical every day. Some type of study should be done – perhaps in two to three years.

7:30 p.m. to 7:55 p.m. Board met with Christopher Robbins, President of the Southborough Business Association. He mentioned that Westboro has a technology committee that is trying to make sure that the Town has the best technology possible in terms of providing services. He mentioned particularly the technical cable (fiber optic) work done on Route 9. It probably is a case of supply and demand and the SBA should approach the fiber optic organization – Bell Atlantic or whoever. The Association would like to know how they could help the Selectmen in any way in decision making policies that would be beneficial to all.

Another issue discussed was the **possibility of a committee to study and recommend a master plan for the business district on Main Street**. Board read letter they sent on

October 18 to the Legal Division of the State Ethics Commission, One Ashburton Place, Boston 02108, expressing the Board's concerns re downtown Southborough – Main Street. The Board would like to appoint a committee to study downtown and asked about conflict of interest of committee members such as: can owners of business on Main Street be on this committee, can residential property owners who live on or near downtown be on this committee, and can Selectmen David Parry be on this committee as he lives at 22 Main Street (near downtown) and also owns rental property on Newton Street (off downtown Main Street).

OTHER BUSINESS TRANSACTED

Re: Fayville Village Hall and 40 Central Street Building. Selectmen should decide who should be together in the Fayville Village Hall. Should the Town have a Human Services Division there. Problem is that the Fayville Village Hall is not handicap accessible. The house at 40 Central will deteriorate if left empty. An architect has presented a scope of work re 40 Central Street, i.e. whether or not to remove both buildings, build a new building, etc. All options should be looked at for that site. We need to know what the cost would be and gather enough information to make an intelligent decision. A committee should be formed to gather the information made up of Recreation Commission, Youth Commission, Fayville Village Hall Committee, Council on Aging, Veterans' Agent, and at least three at-large citizens. As Paul Brefka has expertise in this subject, perhaps he should be invited to participate. A meeting will be scheduled for 7:30 p.m. on November 9 to discuss this issue.

Truck Traffic on White Bagley Road. Board noted a letter of complaint (dated 9/30/99) from Evelyn Littlefield, 1 White Bagley Road, asking the Town to consider prohibiting truck traffic on White Bagley Road. Therefore, a memo will be sent to Police Chief William J. Colleary asking him to determine whose trucks are using White Bagley Road. If they are trucks coming from Boston Road, please contract the trucking firms and encourage them to use Crossing Boulevard.

Representative Barbara Gardner wants to file a bill to **rescind a taking that happened in the late 1800's from the MDC** so that the people concerned (Mike Hartman, 103 Marlboro Road) can have it added onto their property. It is the house set on the corner of Framingham Road and Marlborough Road. It is not a significant amount of property. Barbara didn't want to proceed with anything like this without running it by the Board of Selectmen. The MDC took it for the bridge. DPW Supt. John Boland sees no reason why the Town would want it. The property owner wants it and went to Barbara Gardner for help. The Selectmen have no objection to the filing. It is of no use to the Town nor the M.D.C. Town Administrator will inform Representative Gardner that the Board agrees that she should file the bill to accomplish the land transfer.

Re: **Naming the MBTA Station "Cordaville Station"**. Board noted letter from Rev. James B. Flynn, Ph.D, Saint Matthew's Church, 105 Southville Road, asking that the

MBTA station be called "Cordaville Station". A letter will be sent to Father Flynn stating that the Board is of the opinion that perhaps the new park to be created north of the station or some other historically significant site in the Cordaville area should be named "Cordaville". The Selectmen feel that the station itself needs to be called "Southborough Station" to identify for the users the Town in which the station is located.

Re: Heritage Day 2000. The planning of this function will be discussed by the Heritage Day Committee at their next wrap-up meeting. They want to talk to the churches to see what they can schedule on Sunday, October 22, 2000. This is due to the fact that Yom Kippur and Heritage Day fall on the same Monday in the year 2000 (Monday, October 23, 2000). Town Administrator has talked to David Falconi (Chairman of the Committee) and asked him to meet with the Selectmen for a discussion and anyone else interested. He will get back to Mrs. Conlin on a date.


Re: Rt. 30 and Granuaile Road. Complaint was received from Bess Hartley (3 Granuaile Road) about the bad road condition of Granuaile Road. Town Administrator will call DPW Superintendent re status of the State's promise to fix West Main Street (Rt. 30), Granuaile Road, and Lovers Lane, before the Town will accept ownership.

Re: Nelhuebel issue, 19 Parkerville Rd., engineering bill -- Town Administrator is to check status with Ron Gagnon.

8:25 p.m. Board VOTED unanimously (by roll call vote) to enter into executive session to discuss purchasing of real property and litigation. They will not return to open session.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 00):

99	24,835.33	10/19/99	FEDERAL TAX
100	73,086.24	10/20/99	TOWN PAYROLL
101	932.43	10/22/99	SCHOOL PHONES
102	2,533.56	10/22/99	BELL ATLANTIC/M.C.I.
103	9,367.49	10/22/99	SCHOOL CAFETERIA
104	174,901.33	10/22/99	TOWN PAYABLES
105	16,438.66	10/22/99	SCHOOL PAYABLES
106	14,686.36	10/22/99	SCHOOL PAYABLES
107	760,393.00	10/22/99	FINN SCHOOL PROJECT
TOTAL	1,077,174.40		


Marjorie R. Putnam
Assistant to Town Administrator

MINUTES OF MEETING
BOARD OF SELECTMEN

Thursday, October 21, 1999

7:00 p.m. Convened in Conference Room A, first floor of the Town House.

Present: Chairman William J. Christensen, Selectman David W. Parry, Selectman David A. Coombs and Town Administrator Janice C. Conlin.

SCHEDULED APPOINTMENTS

7:01 p.m. Hearing was opened on petition by NET (Bell Atlantic) and Mass. Electric Company to place two new poles on Mount Vickery Road beginning at a point approximately 40 feet westerly from the centerline of the intersection of Cordaville Road and Mount Vickery Road and continuing southwesterly for approximately 100 feet.

2 New J.O. Poles

1 Existing J.O. Pole to Remain.

Present for abutters Michael and Alice Gulbankian (40 Mt. Vickery Road) were Mr. and Mrs. John Gulbankian. They had some concerns they wished answered by NET.

7:11 p.m. This Hearing was tabled until the arrival of the Right-of-Way Manager George Boyle of NET.

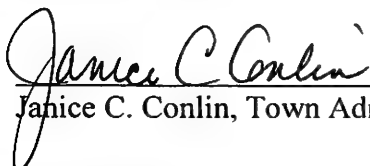
7:16 p.m. Hearing was reopened. Since Mr. Boyle did not appear at the Hearing, the Selectmen VOTED unanimously to continue this hearing to November 9 at 7:01 p.m. Selectmen's office will call Mr. Boyle to ask him to telephone Mr. Gulbankian to try to resolve their concerns.

OTHER BUSINESS TRANSACTED

Road Opening Permits were granted by unanimous VOTE, as follows:

- Com/Gas – to open 1A Overlook Drive to install gas service.
- Trask, Inc. – to open 56-60 Gilmore Rd. to install water services.
- Charles A. Smith d/b/a Jim's Brothers' Fine Homes – to open Waterview Terrace to bring utilities to #1 Waterview Terrace.

7:25 p.m. Meeting was adjourned.


Janice C. Conlin, Town Administrator

[s/selmin/99mtgs/October 21]

Approved by Selectmen November 9, 1999

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, November 9, 1999

7:00 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman William J. Christensen, Selectman David W. Parry, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

MINUTES APPROVED

Board VOTED unanimously to approve Minutes of October 5, 19 and 21, 1999.

Board VOTED unanimously to approve Executive Session Minutes of October 7, 1999 (not to be released).

RESIGNATIONS

- October 28 letter from Robert J. Durran resigning as Police Officer effective November 12, 1999.
- November 1 letter from Peter F. Phaneuf resigning, effective January 24, 2000, as Fire Chief, Fire Warden, member of Workplace Safety Committee, member of MWRA Working Group, Special Police Officer, ex-officio member of Public Safety Study Committee and Director and Chief of Fire Service – Civil Defense Department. Selectmen would like Chief Phaneuf to recommend some names to have as an Acting Chief until such time as the Board can appoint a new Chief.

APPOINTMENTS

The following appointments were VOTED unanimously:

- Assistant Treasurer/Collector. Norma J. O'Donnell, 163 Boden Lane, Natick, MA 01760, to fill the unexpired term of Jennifer Bishop, her term to expire June 30, 2000.
- Recreation Commissioner. Philip Edward Connor, 18 Middle Road, his term to expire 6/30/01.
- Constable (for the purpose of serving civil process). Nelson H. Goldin, 82 Gregory Road, Framingham, MA 01701, his term to expire November 11/10/00.

WINTER PARKING BAN

The Board of Selectmen unanimously voted to adopt the following WINTER PARKING BAN:

There will be no parking on any public way in the Town of Southborough from 12 midnight until 6:00 a.m.; and furthermore, there will be no parking on any public way during any snow storm in the Town of Southborough. Vehicles parked will be towed at the owner's expense (according to the Town's Code).

This Ban will be in effect from December 1, 1999 through March 15, 2000.

Illegal parking during unusual storms occurring before or after the Ban will be dealt with according to Section 152-6 of the Code of the Town of Southborough.

LICENSES

Ipanema Restaurant. The Board VOTED unanimously to allow the Ipanema Restaurant, 106 Southville road, to extend its closing hour on New Year's eve to 1:00 a.m. Police Chief Colleary had no objection to this one-time extension.

DONATION

The New England Center For Children. The Board VOTED unanimously to accept a voluntary contribution of \$22,967.28 in lieu of taxes. A letter of appreciation will be sent.

ROAD OPENING PERMITS

Board VOTED unanimously to grant permits requested by the following:

- Trask, Inc. – to open 66 Woodland Rd. to install water connection.
- Michael R. Bernard d/b/a NHB Construction – open Hillside and 18A E. Main St. for a water main tap.
- Berlin Excavating Corp. – open Overlook Drive to install water service.
- Com/Gas – to open 9 Parmenter Rd., to install new gas service.

Selectmen asked Town Administrator to check with Town Counsel to see how the Town by-law can be changed from Road Opening Permits being approved by the Board of Selectmen to being approved by the Department of Public Works Superintendent.

CONTRACTS

The Board VOTED unanimously to award the contract to Lawhorn Irrigation, Inc. of Lexington, MA, to install irrigation systems at Choate Field, Cordaville Road and Trotter School athletic fields, Parkerville Road, for a total amount of \$44,396.00 as per its bid dated October 4, 1999. The amount of \$37,630 will be paid from the Article 46 ATM 1999 and the balance of \$6,766 from the Recreation fund.

SCHEDULED MEETINGS

7:01 p.m. Pole Hearing (continued from October 21, 1999) was held on petition by Bell Atlantic and Mass. Electric Co. to place two new poles on Mount Vickery Road beginning at a point approximately 40 feet westerly from the centerline of the intersection of Cordaville Road and Mount Vickery Road and continuing southwesterly for approximately 100 feet – 2 new J.O. Poles; 1 existing J.O. Pole to remain. Representing Bell Atlantic was Christopher Perella, Right-of-Way Manager, Framingham. Mr. Perella stated that this is to provide service for the proposed cell tower pole on the westerly side of Mount Vickery Road. He had talked to abutter (Gulbankian) who is satisfied with this petition. VOTED (2-0-0) to approve this petition as written.

7:15 p.m. Hearing was scheduled for Teleport Communications Group (TCG) on its petition for a “Grant Location” – Boston Worcester Road (Rt. 9). October 8 letter from R. Dean Hager, Engineering Manager, asked for a grant of location re:

Boston Worcester Road (Rte 9)

Beginning in conduit at the westerly Town Line of the Town of Southborough all on Boston Worcester Road (Rte 9) to Bell Atlantic manhole #403, then, extending easterly in conduit all on Boston Worcester Road (Rte 9) to Bell Atlantic manhole #350 and the Framingham Town Line a distance of @4.8 miles more or less.

Due to the fact that no representative appeared at this Hearing, the Board VOTED unanimously to table this Hearing until November 23 at 7:05 p.m.

7:20 p.m. to 7:40 p.m. Meeting with representatives of Metricom (25 Olympia Avenue, Suite D, Woburn, MA 01801) David Cash (Government Relations Specialist) and Kosta Jovanovic (Regional Manager). They gave a presentation to introduce Metricom's Ricochet system. There will be no excavation and no wires. They presented a Right-of-Way Agreement which is the first step in the process. Town Administrator will ask Town Counsel to review this agreement. This meeting was just to educate the Board of Selectmen. They hope to start in March of next year. Re: RF (radio frequency) emissions, tests show that Metricom's pole top microcell radios are well below FCC standards. Mr. Cash promised to send a list of references. They mentioned they had worked in Dedham, Cohasset, Stoughton, Rockland and other towns. The abutters will be notified further down the road. Town Administrator will ask Town Counsel as to procedures such as are we required to hold a public hearing and what are we required to do.

7:40 p.m. to 8:25 p.m. Discussion regarding Central Street Town Buildings – House and land at #40 Central Street and Fayville Village Hall at #42. Present at this meeting were Paul Brefka, Leah Alea (COA/Senior Center), Mary Ann Cole (Council on Aging, Chairman), Kathryn Garcia (Recreation Director), Laurie Sugarman-Whittier (Youth Commission) and Irene Tibert (Veterans Agent) Questions: Who do we want to house. The septic system only allows a 10,000 sq. ft. building for office space and 41 spaces for parking. Paul Brefka said a scope of work is needed to evaluate the cost of using the house and Fayville Village Hall. A human services group should get together to consider what the needs are. It would be costly to bring Fayville Village Hall (around \$400,000) building up to meet ADA standards. A feasibility study of these properties is needed. A Warrant Article needs to be drafted for ATM 2000. It was decided by the Selectmen and VOTED unanimously to create an ad hoc committee “Central Street Buildings Utilization Scoping Committee”. Members will consist of:

- ☐ A resident of Fayville
- ☐ Recreation Commission rep.
- ☐ Council on Aging rep.
- ☐ Youth Commission rep.
- ☐ Veterans rep.
- ☐ Paul Brefka
- ☐ Board of Health rep.

8:25 p.m. to 9:28 p.m. Meeting with David Davidson, Chairman of the K-8 Building Study Committee. Mr. Davidson submitted and discussed the committee’s Report entitled “Alternatives considered to date K-8 grade configuration”. Also present were Bob Melican (Supt. Of Schools), Mary Jane Mastrangelo (School Committee), John Butler (Chairman of Southborough High School Study Committee). It was suggested that while Finn School is being renovated that more space should be added onto the school at this time while it is empty. Mr. Davidson said that there is no time to lose in obtaining approval and money from voters to expand the Finn renovation by seven more classrooms which are needed. Mary Jane said that it is important to get an architect in as soon as possible. Question: Do we have to put out an RFP for the addition. Town Administrator faxed this question to the Attorney General today.

9:29 p.m. to 9:40 p.m. Joseph Kacevich, Chairman of the Recreation Facilities Committee, discussed the awarding of the irrigation contract. (See Contracts above)

OTHER BUSINESS TRANSACTED

Selectman Parry brought up three issues relating to the high school:

1. Public Hearings re High School and how they should be conducted. There should be a joint public hearing from both alternates relating to the high school so that both sides can be heard. This is regarding the rebuilding of Algonquin in Northborough vs. a new high school in Southborough and

giving Algonquin to Northborough. An independent Moderator could conduct the meeting. It could be held at Trottier. December 2 is open and Supt. of Schools Robert Melican would be available. An open invitation could be issued to both sides hopefully to appear at a joint public hearing on December 2 so that people in Southborough could hear both sides on the same evening. Hopefully the Moderator would be John Wilson. Town Administrator said that Mr. Wilson would be able to attend. Chairman Christensen suggested that the Regional Committee and the Southborough Building Study Committee could make presentations first. Then open it up to questions from the public. This could be decided by the Moderator as to the presentation formula. This could be called a public information forum. The only viable date seems to be December 2 at the Trottier Middle School.

2. Funding Formula for the Regional High School. The issue here is the inability of the Southborough Advisory Committee to meet with the Northborough Finance Committee relative to the funding formulas re the regional high school. Selectman Parry made a MOTION that the Board request a report from the Southborough Advisory Committee to the Board of Selectmen as to the information they have collected on issues relating to the allocation formula for capital costs between the two towns, and any analysis. This report to be received by the Selectmen before November 23. VOTE: unanimous.

Board VOTED unanimously to ask Town Counsel regarding the legality of funding capital costs through a floating principal.

3. Issues relating to the site. Selectman Parry said that since July the town has been talking to the Flatley Company about the potential purchase of property with a considerable number of acres on Crystal Pond Road which they will otherwise develop as a residential subdivision shortly. The town has been in negotiations with them for some time as to the potential feasibility of this site for various municipal uses and issues of wetlands. Questions being presented to the Selectmen: is this intended for a high school? Chairman Christensen stated that this is not intended for a high school. If the town is able to purchase this land, the final use of the land will be decided at some future town meeting. It might be a cemetery, playing fields, be a K-8 school, a high school or whatever. It could be perhaps 50 years before something is put on this piece of property if the town gets it. We don't know if this property is applicable for a high school. It needs to be evaluated. The Selectmen will ask Keyes Associates to evaluate this land if it is feasible for recreational purposes, elementary school, high school, etc. Then this can be put before the Town Meeting at that time. The cemetery architect has already looked at this land.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 00):

108	69,048.74	10/29/99	SCHOOL PAYABLES
109	38,250.33	10/29/99	SCHOOL PAYABLES
110	8,581.33	10/29/99	SCHOOL PAYABLES
111	31,810.59	10/29/99	SCHOOL PAYABLES
112	39,586.62	10/29/99	SCHOOL PAYABLES
113	37,461.68	10/29/99	FINN SCHOOL PROJ.
114	144,679.02	10/26/99	FEDERAL TAX
115	6,316.53	10/27/99	MO. TOWN PAYROLL
116	74,343.34	10/27/99	TOWN PAYROLL
117	251,646.33	10/29/99	SCHOOL PAYROLL
118	345.00	10/29/99	CHAPTER 90-33B
TOTAL	702,069.51		
119	283,293.81	11/5/99	TOWN PAYABLES
120	10,582.60	11/5/99	SCHOOL PAYABLES
121	7,978.13	11/5/99	SCHOOL PAYABLES
122	18,292.96	11/5/99	SCHOOL PAYABLES
123	23,968.50	11/5/99	SCHOOL PAYABLES
124	25,446.11	11/2/99	FEDERAL TAX
125	75,840.17	11/3/99	TOWN PAYROLL
126	3,926.00	11/5/99	MIDDLE SCHOOL BLDG. PROJECT
TOTAL	449,328.28		
127	2,500.00	11/12/99	FINN SCHOOL PROJECT
128	913,250.21	11/12/99	TOWN PAYABLES
129	85,620.56	11/09/99	FEDERAL TAX
130	84,911.22	11/10/99	TOWN PAYROLL
131	246,287.93	11/12/99	SCHOOL PAYROLL
TOTAL	1,332,569.92		

10:15 p.m. Board VOTED unanimously, by roll call vote, to go into Executive Session to discuss possible litigation. They will not return to open session at the end of the executive session.

Marjorie R. Putnam

Marjorie R. Putnam
Assistant to Town Administrator

[s/selmin/November 9]

[Approved by Selectmen 10/17/00]

MINUTES OF MEETING
BOARD OF SELECTMEN

Wednesday, November 10, 1999

6:35 p.m. Convened in Conference Room A on the first floor of the Town House.

Present: Chairman William J. Christensen, Selectman David W. Parry, Selectman David A. Coombs, Town Administrator Janice C. Conlin.

The Board of Selectmen VOTED unanimously to award a contract to Beals and Thomas for \$2,500 to do a site suitability study for the Crystal Pond Road property that the Town is negotiating to purchase from Flatley Inc. The Town received two other quotes: \$4,900 from S E A Consultants and \$6,000 from Keyes Assoc.

The Board VOTED to permit Chapel of the Cross to hang a banner across Rt. 85 near Rt. 30 advertising a Thanksgiving Dinner. Peter Johnson, Building Inspector will inspect the sign for safety.

6:45 p.m. the Board VOTED unanimously by roll call vote to go into executive session to discuss fire union negotiations. The Board will not return into open session.

Janice C. Conlin
Town Administrator

[s:/selmin/99/November 10]

[Approved by Selectmen 12/14/99]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, November 23, 1999

6:30 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman William J. Christensen, Selectman David W. Parry, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

6:31 p.m. to 7:05 p.m. Board VOTED unanimously (by roll call vote) to go into executive session to discuss Fire Union negotiations with Attorney D. Moschos.

7:08 p.m. Board reconvened in open session.

7:08 p.m. to 7:16 p.m. Selectmen met with Board of Assessors. Present were Paul Nelson, Chairman, Assessor Shirley Bator, Assessor Donald A. Neal, Arthur Holmes and Paul Cibelli. This is a tax rate/classification determination hearing. As recommended by the Board of Assessors, the Selectmen VOTED unanimously to approve a single tax rate as recommended by the Board of Assessors. The new rate will be \$14.30/thousand. Old rate was \$14.84/thousand. This means that taxes will go down about 4%.

7:16 p.m. to 7:25 p.m. Meeting with Teleport Communications Group (TCG) regarding its petition for "Grant Location" – Boston Worcester Road (Route 9). This was continued from November 9. Petition was for

Boston Worcester Road (Rte 9)

Beginning in conduit at the westerly Town Line of the Town of Southborough all on Boston Worcester Road (Rte 9) to Bell Atlantic manhole #403, then, extending easterly in conduit all on Boston Worcester Road (Rte 9) to Bell Atlantic manhole #350 and the Framingham Town Line a distance of @4.8 miles more or less.

Present for TCG was Tom McLendon. TCB wants to extend a fiber cable from the Westborough Town line to the Framingham town line. There will be no construction. It will go under the existing pavement. The working hours will be from 9 a.m. to 4 p.m. Traffic control will be needed. Board VOTED unanimously to approve petition as requested.

7:25 p.m. Rick Mattioli (Administrative Assistant to Chief of Police) discussed Y2K. He said that in November of 1998 a committee was formed with representatives of the Police Department, Fire Department, Selectmen, Library, Systems Manager and Treasurer. A group of vendors was targeted and a letter was sent to them. Ninety-eight

percent responded and have been keeping the Town informed as to what they are doing. Letters have been sent to all banks and insurance companies. Rick can see no problems. The Town is well covered. MEMA is treating it as a 3-day-snowstorm. If there is loss of power, Mass. Electric said that 100% of equipment will be ready to go. Regarding public safety, the Police and Fire Departments have conducted tests and all is okay.

7:40 p.m. to 7:53 p.m. Meeting with Police Chief William Colleary and DPW Supt. John Boland to discuss the intersection of East Main Street, Newton Street, Boston Road (Route 30). October 23 letter was read from Southborough Village Preschool (14 East Main Street) regarding this dangerous intersection. Mr. Boland said that everything has been done that they can do up to this point short of erecting signs. Three-way stop signs needed to be erected. Currently there are stop signs at East Main Street (at Boston Rd.), Newton Street (at Boston Road), and Boston Road northbound (at E. Main St.). The eastbound drivers have the right of way. However, the danger lies in the traffic travelling from Main Street (Rt. 30) east across to East Main street to the bank and the preschool. If a 4-way stop sign intersection is to be made safe, the configuration of the corner going around Mr. Lamy's business (where the old drugstore was) would have to be changed and curbing placed to control the traffic lane. Then there would be a proper place to put the stop sign. It depends on where the lot line is. Mr. Boland suggested trying the 3-way stop signs and see how it goes. A letter is to be sent to the Southborough Village Preschool regarding a third top sign being installed at Boston Road and East Main Street. Town Administrator is to compile a list of all preschools. Chairman Christensen questioned whether or not the town can place a speed limit sign near such schools. Perhaps appropriate signage should be placed at all preschools warning vehicle drivers to drive slowly for the safety of the children attending all these schools.

7:54 p.m. to 8:00 p.m. Meeting with John Boland to discuss status of proposed transfer of land from the Commonwealth to the town of Southborough (authorized by Chapter 149 of the Acts of 1996) for new cemetery. Mr. Boland explained the necessity to send a letter to Erin Paquette, Project Manager, Exec. Office of Administration and Finance, Division of Capital Asset Management, One Ashburton Place, Boston 02108, enclosing three documents which is partial fulfillment of the terms and conditions of the Act:

- The Disclosure Statement
- The Burma Certification
- The Environmental Notification Form as filed with the Executive Office of Environmental Affairs.

Board VOTED unanimously to sign the letter to Erin Paquette and Disclosure Statement Disposition of Real Property.

8:00 p.m. to 9:30 p.m. Presentation by Donald A. Provencher, PE, Project Manager and John E. Thomas, President, of Beals and Thomas, Inc. Re: Phase I Feasibility Study – On-Site subsurface Wastewater Treatment and Disposal System, Crystal Pond/Flatley property. This is an evaluation of property feasibility for various municipal purposes.

Perc tests will be conducted by the Town on December 8, 9 and 10. Selectmen VOTED unanimously to approve the issuance of a contract for preliminary work not to exceed Labor Budget \$4,900 - the Phase I Feasibility Study to include a preliminary soil evaluation to determine the feasibility for the site to accept subsurface disposal of wastewater generated by the Town in the future.

9:30 p.m. to 9:35 p.m. Jennifer Juliano, Chairman of Public Safety Study Committee, stated the committee has finally chosen a consultant – Kevin R. Klein, Public Safety Consultants, 1221 Pearl Street, Boulder, CO 80302. At this time there is not a contract as the price has to be negotiated which will be at or under what the Article allows. However, they said a report will be ready by Annual Town Meeting 2000. The Selectmen will meet and sign a contract as soon as possible.

9:35 p.m. to 9:55 p.m. Marty Healey, Chairman of Advisory Committee, reported to the Board regarding Northborough-Southborough Regional High School Agreement and the capital cost formula negotiations. The meetings did not take place with the Northborough Appropriation Committee. However, they declined to meet even though Northborough wants to reduce the capital cost formula. The only way the formula can be changed is by Town Meeting. Mr. Healey would like an appraisal of the land and buildings re Algonquin Regional High School. Town Administrator will obtain this from Superintendent of Schools Robert Melican.

OTHER BUSINESS TRANSACTED

APPOINTMENTS MADE

Board VOTED unanimously to appoint the following:

Constable. Jerrald M. Vengrow, 20 Arlene Drive, Framingham 01701, as Constable (for the purpose of serving civil process), his term to expire 12/7/00.

Reserve Police Officer. Robert J. Durran, his term to expire 6/30/00.

Central Street Buildings Utilization Scoping Committee. Members shall consist of:

- A resident of Fayville – Karen K. Challen, 29 Oak Hill Rd.
- Recreation Commission – Kathryn Garcia, 18 Juniper Ridge Rd., Acton
- Council on Aging – Leah Alea, 8 Stockwell Lane
- Youth Commission – Laurie Sugarman-Whittier, 1033 Edmunds Rd., Fram.
- Veterans – Irene Burkis Tibert, 138 Woodland Rd.
- Paul E. Brefka – 196 Cordaville Road
- Board of Health – Suzanne H. Traini, 3 Devine Lane

RESIGNATIONS

MBTA Study Committee. Mark W. Davis resigned effective 11/17/99.

Town Cemetery Study Committee. Robert B. Bezokas resigned eff. 11/18/99.

DONATIONS

St. Mark's School. Board VOTED unanimously to accept contribution of \$10,000.

William Depietri (owner of Rosewood Construction). Board VOTED unanimously to accept voluntary donation of a temporary wood handicap access ramp to Fayville Village Hall.

Contributions from developers to Planning Board. Board VOTED unanimously to accept cash contributions from the following developers for recreation use:

1. Fisher Road Realty Trust (Kevin Giblin) the developer of Schipper Farms will donate \$10,000.
2. Trask Development Corporation (Ben Stevens) the developer of Woodland Estates will donate \$13,000.
3. Melody Scott the developer of Evergreen Estates will donate \$3,000.
4. Pine Hill Realty Trust (Jose Martins) the developer of Angelica Estates will donate \$7,000.

Kevin Giblin of Fisher Road Realty Trust agreed to donate \$75,000 for the development of affordable housing.

CONTRACTS AWARDED

Sodium Chloride. Board VOTED unanimously to award to low bidder Granite State Minerals, Inc., 227 Market St., Portsmouth, NH, in the amount of \$27.03/ton; and to second bidder Eastern Minerals, Inc., 130 Plain St., Lowell, MA in the amount of \$27.30/ton as an alternate supplier.

SPECIAL LIQUOR LICENSE

Owen O'Leary's Restaurant, 50 Turnpike Rd., Fayville. Re: Private function on New Year's Eve 12/31/99. As requested, the Selectmen VOTED unanimously to grant requests as stated in letter dated November 15. On New Year's Eve (12/31/99) the restaurant will be allowed to serve alcohol until 1:15 a.m. and all customers must be off the premises by 2:00 a.m. Board also granted a one-day entertainment license.

CLOSING OF TOWN HOUSE FOR CHRISTMAS HOLIDAY

Board VOTED unanimously to close the Town House on Friday, December 24, and Monday, December 27.

FAYVILLE VILLAGE HALL

Rivers of Living Waters (per Connie Duffy, 37 Flagg Road) asked if they could use the upper hall for morning meetings from 5 a.m. to 6 a.m. Monday through Friday starting at the end of November. Up to now they have been paying a rental fee of \$50 each time they used the Upper Hall and \$35 each time they used the Lower Hall. Board VOTED unanimously to allow them to use the Hall at \$50 per day and not for each use.

DEDICATION OF THE PARKERVILLE ROAD SITE (the old landfill site)

When this site is completed as a recreation field, the Board VOTED unanimously to dedicate this field to the memory of John A. Lundblad. He was on the Landfill Committee and he was also a soccer coach.

TRAFFIC CONGESTION

Board noted 11/15/99 memo from Town Planner Wayne Thies regarding traffic congestion on Route 9 at Oak Hill Road. Board VOTED unanimously to send a letter to MassHighway expressing the Board's concerns re the continuing rush hour congestion at this intersection. Board of Selectmen and the Planning Board request that MassHighway revisit this problem and at least confirm that the timing of the lights is working at peak efficiency. The recent opening of the California Avenue movements in Framingham has altered traffic patterns somewhat and it may require adjustments to the Fayville lights.

NEW SIDEWALKS PROPOSED FOR THE MBTA STATION

Memo is to go to DPW Supt. John Boland requesting that he begin the process for determining where the sidewalks will be located leading to the MBTA station.

FIRE CHIEF HIRING PROCEDURE

Re: **Advertising.** Both Town Counsel Busconi and Labor Counsel D. Moschos advised, because the Town is an Equal Opportunity Employer, this position must be advertised. Attorney Moschos suggested the classified ad be published in the Worcester Telegram, notify the Fire Chief Association, State Fire Marshall and the Fire Academy. If the Board wants to put it in the Beacon, we have missed it for December. It also should be in the Globe to cover eastern and central Massachusetts. Town Administrator suggested to avoid delay, it could be put on the electronic Mass. Municipal bulletin board on the local net. Selectmen hope that someone within the Fire Department will apply. There are some talented people in the department.

Re: **Process.** There are some companies that do assessments. Three companies have responded. The consultant Northborough used was Brian P. Duggan & Associates. The Selectmen could meet with the company to decide how to proceed.

Then you work with a schedule, when the ad will be placed, etc. The first step is to get the assessment company on board. Attorney D. Moschos said it is legal to require that the candidate be a resident of the Town. The Selectmen could ask that the candidate be a resident within a year of the appointment. Advisory Committee will approve this expense. Town Administrator will try to set up a meeting with consultant Brian Duggan on December 7 at 7:00 p.m.

Selectmen would like to talk to Fire Chief Peter Phaneuf to see if he would be willing to commit to stay on a little longer if necessary. Chief Phaneuf does not approve of appointing an Acting Fire Chief.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 00):

127	2,500.00	11/12/99	FINN SCHOOL PROJECT
128	913,250.21	11/12/99	TOWN PAYABLES
129	85,620.56	11/09/99	FEDERAL TAX
130	84,911.22	11/10/99	TOWN PAYROLL
131	246,287.93	11/12/99	SCHOOL PAYROLL
TOTAL	1,332,569.92		
132	179,947.07	11/19/99	TOWN PAYABLES
133	6,217.04	11/19/99	SCHOOL CAFETERIA
134	7,563.39	11/19/99	SCHOOL PAYABLES
135	11,698.18	11/19/99	SCHOOL PAYABLES
136	8,310.31	11/19/99	SCHOOL PAYABLES
137	2,205.00	11/19/99	SCHOOL PAYABLES, OTHER FUNDS (2)
138	5,455.40	11/19/99	SCHOOL PAYABLES
139	25,527.60	11/16/99	FEDERAL TAX
140	81,033.73	11/17/99	TOWN PAYROLL
TOTAL	327,957.72		
141	26,738.45	11/24/99	SCHOOL PAYABLES
142	29,151.99	11/24/99	SCHOOL PAYABLES
143	8,212.25	11/24/99	SCHOOL PAYABLES
144	17,070.63	11/24/99	SCHOOL PAYABLES
145	2,952.18	11/24/99	BELL ATLANTIC/M.C.I.
146	82,648.78	11/24/99	TOWN PAYROLL
147	7,735.03	11/24/99	MO. TOWN PAYROLL
148	247,371.63	11/24/99	SCHOOL PAYROLL
149	146,365.29	11/23/99	FEDERAL TAX
150	559,576.25	11/24/99	ALGONQUIN ASSESSMENT
151	12,401.16	11/24/99	SCHOOL BUILDING PROJECTS
152	33,749.68	11/24/99	SCHOOL PAYABLES
TOTAL	1,173,973.32		

11:00 p.m. Meeting adjourned.



Marjorie R. Putnam

Assistant to Town Administrator

[s/selmin/99/November 23]

[Approved by Selectmen 10/17/00]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, December 7, 1999

7:00 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman William J. Christensen, Selectman David W. Parry, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

Selectman Christensen announced that he is going to run for **re-election as Selectman**.

APPOINTMENTS

Sealer of Weights and Measures. Board VOTED unanimously to appoint Peter C. Johnson, 37 Minuteman Road, Acton, MA 01720, his term to expire December 1, 2000.

Southborough Cultural Arts Council. Board VOTED unanimously to appoint Tracy Alexis O'Rourke, 3 Hidden Meadow Lane, her term to expire November 12, 2001.

CONTRACTS

Final Memorandum of Agreement between Town of Southborough and Southborough Permanent Firefighters Union Local 3129 of IAFF was signed by the Selectmen and the Fire Union representatives: Joseph E. Hubley (President), Peter J. Phaneuf (Secretary/Treasurer) and David J. Dockstader (Bargaining Member).

SCHEDULED MEETINGS

7:00 p.m. to 7:25 p.m. Meeting with Fire Chief Peter F. Phaneuf. Discussed the process of hiring a new Fire Chief and the date the Chief plans to retire – January 24, 2000.

The Selectmen stated that with the budget process coming up a new person would have a lot to deal with and it would be helpful to have someone on board at least a month before the Annual Town Meeting (April 10, 2000). Continuity is needed. The goal is to have someone hired (at the latest) by at least the 15th of March and plan to have someone on board a month before the transition. The Board asked Chief Phaneuf if he would stay longer than the scheduled January 24, 2000 date. He said he would get back to the Board with his decision.

By law, the position has to be advertised. The Selectmen hope that someone will apply from within the Fire Department. The Fire Chief position will have to be included in the Salary

Administration Plan for ATM of April 10, 2000. Selectmen's office conducted a survey of 12 towns to obtain the salary range of its Fire Chief and a job description. This information was given to the Personnel Board. The Personnel Board will establish a grade for this position. Cost of classified ads in several newspapers was discussed. Selectmen approved the Fire Chief ad and want it published in the following:

- Boston Globe - 3 dailies (not Sunday) \$436.80 [will be published 12/10, 12/11, 12/13]
- Worcester Telegram – Sunday \$190 (block ad in Professional Section)
- MetroWest Daily News – Sunday \$222.12 (display ad in Professional Section)
- The Beacon
- Firefighter Newsletter

This ad also will be posted on bulletin board of the Fire Department and the Town House with copies to the Fire and Police Chiefs.

The Board approved draft of the classified ad submitted by Town Administrator. The closing date to receive resumes was set at January 14, 2000 by 5 p.m.

7:30 p.m. Meeting with DPW Supt. John W. Boland re 11/22/99 letter from Shrewsbury Town Manager Daniel Morgado regarding the DEP promulgating a new mercury air emission standard requiring Wheelabrator Millbury, Inc. facility to install additional technology (est. cost: \$5-6/ton in additional cost). Shrewsbury would like Southborough to join with several municipalities to adopt "Mercury Emission Standard/Commonwealth of Massachusetts". Integrated Waste Services Association (IWSA) has notified the Mass. Dept. of Environmental Protection (DEP) of its intention to file a citizen suit pursuant to Section 304 (a)(1) of the Clean Air Act due to the unreasonableness and technically indefensible standard adopted by the State. John Boland strongly recommends the Board adopt the Resolution (sample sent by Shrewsbury) and join the group. Board VOTED unanimously to adopt said Resolution, as follows:

"RESOLUTION

MERCURY EMISSION STANDARD COMMONWEALTH OF MASSACHUSETTS

WHEREAS The Massachusetts Department of Environmental Protection (DEP) promulgated on August 21, 1998 an emission limit for mercury of 28 micrograms per dry standard cubic meter of air (28 ug/dscm), and

WHEREAS The Federal Environmental Protection Agency promulgated a regulation setting the Federal standard for mercury of 80 ug/dscm, or, as an alternative, the waste to energy facility must demonstrate that at least 85% of mercury contained in the trash has been removed by pollution control equipment before existing the stack in flue gas, and

WHEREAS DEP set a standard that has no technical basis, was arbitrary and contrary to their own rule making process having first published a draft regulation containing the limit of 28 ug/dscm or 85% removal and without notice or regard to the cities and towns of the Commonwealth issued a final regulation of 28 ug/dscm with no allowance for removal percentages, and

WHEREAS Every other state in the Union using a limit of 28 ug/dscm allowed for an alternative standard except for the Commonwealth of Massachusetts, and

WHEREAS DEP has failed to take action to ban the use of mercury in Massachusetts and thus limit the exposure of citizens to mercury emissions and has chosen a method of control that is not cost effective and,

WHEREAS To meet this arbitrary standard cities and towns serviced by the Wheelabrator Millbury Inc. facility will be forced to pay an estimated additional \$5 to \$6 per ton with no resulting health benefit achieved, therefore be it resolved

That the Board of Selectmen of the Town of Southborough call upon the United States Environmental Protection Agency to intercede in this matter and reject the DEP promulgated standard as being improperly issued, technically flawed and adopted without any technical or health based criteria or evidence.

Adopted this seventh day of December, 1999.”

Board also discussed the following issues with DPW Supt. John W. Boland:

Southborough Rural Cemetery Expansion. Selectmen noted Memorandum from DPW Superintendent John Boland to David Crispin of The BSC Group Inc. dated 1/3/99. In this memo Mr. Boland referred to letters with comments from MEPA, MWRA and the Water Supply Citizens Advisory Committee. These agencies are assuming that a 4-foot separation to groundwater is required and that some type of land swap must be accomplished prior to any land transfer.

Re: The waiver of the suggested 4-foot separator to groundwater is a given. Mr. Boland asked Mr. Crispin if they can force the issue through the MEPA process or does DEP have the final say.

The letters take a much harder stand on the land swap issue than does the DCPO letter of November 26, 1997. The legislation does not mention this issue of land swap at all. Mr. Boland has no knowledge of this.

Mr. Boland asked for Mr. Crispin's thoughts and comments and would like him to respond to the MEPA unit, Executive Office of Environmental Affairs. Then see what develops.

At this point the Town is not required to do an EIR. Mr. Crispin is asking for an additional extension of time so that we can respond to MEPA.

MBTA Sidewalk Issue. The MBTA had promised to put sidewalks from the MBTA Station all the way to Liberty Estates up Rt. 85, etc. This should be coordinated with Hopkinton as there are supposed to be sidewalks in Hopkinton going up from the Station to the State Park.. The plan has not been finalized to date. Selectmen would like Mr. Boland to ask MBTA when are they going to do the survey.

November 4, 1999 Letter from Sudbury Watershed Monitoring and Protection (SWAMP). Selectmen asked that a letter be sent to Michael A. Stoffel, Project Manager/Design of the MBTA, enclosing a copy of the 11/4/00 letter from SWAMP regarding the stone bridge. SWAMP is proposing a park and access along the millpond for recreation and they are concerned about the stone arch bridges. The main stone arch bridge is its symbol for SWAMP. They do not want to see the bridge harmed in any way.

Southville Road Traffic. A meeting should be held with the Traffic Safety Committee on this subject. Copy of July 8 letter from S E A Consultants re Southville Road Safety Study should be sent to Chairman of Road Safety Committee Kevin Moran. This should be followed up with Town Planner Wayne Thies as this is one of the areas in talking to the people in Westborough regarding a massive apartment complex which is going to be built on Southville Road. One of the major issues is in mitigation.

Pedestrian Bridge Over Route 9. Mass Highway notified the town that it does not meet the Warrant for a pedestrian bridge over Route 9. A copy of this letter is to be sent to Kevin Moran. Representative Barbara Gardner should also be notified that Southborough is not going to have a pedestrian bridge. S E A Consultants had been notified.

8:00 p.m. Chairman Christensen announced that the Firefighters Union and the Town had come to an agreement retroactive 3% per year contract plus an increase in the EMT and some other minor things. Some Management Rights issues were resolved. Mediation appears to have been successful since an agreement was reached. Both sides gave up a little so that the contract could be signed and not have to go to arbitration. This is retroactive to April 10. Present for the Fire Union were Firefighter Joseph Hubley (Union President), FF David Dockstader and FF P. J. Phaneuf. FF Hubley said in the future he would bargain with the Selectmen but would not bargain with a labor attorney. Memorandum of Agreement was then signed. The Labor Attorney has to review the final contract again. The signing of this Agreement enables the firefighters to be paid at the new rate.

OTHER BUSINESS TRANSACTED

Re: **Vacant land at the corner of East Main and Newton Street** where gas station used to be. Selectmen would like to find out what this property could be used for. Town Planner Wayne Thies and Building Inspector Peter Johnson believe it is not buildable. Board of Health Agent Paul Pisinski will be asked to get a DEP report to see if there is any pollution in the land from the old gas station. Question is, can it be developed for municipal use.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 00):

153	38,672.34	11/30/99	FEDERAL TAX
154	134,320.26	12/01/99	TOWN PAYROLL
155	218,134.37	12/03/99	TOWN PAYABLES
TOTAL	391,126.97		
156	53,166.65	12/10/99	TOWN PAYABLES
157	558,325.00	12/10/99	FINN SCHOOL PROJECT
158	95,590.37	12/07/99	FEDERAL TAX
159	109,772.85	12/08/99	TOWN PAYROLL
160	250,002.76	12/10/99	SCHOOL PAYROLL
TOTAL	1,066,857.63		

8:40 p.m. Board VOTED (by roll call vote) to go into Executive Session to discuss litigation and will not return to open session at the end of the Executive Session.

Marjorie R. Putnam

Marjorie R. Putnam
Assistant to Town Administrator

[s/selmin/99/December 7]

[Approved by Selectmen 9/5/00]

MINUTES OF MEETING
BOARD OF SELECTMEN

Tuesday, December 14, 1999

6:30 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman William J. Christensen, Selectman David W. Parry, Selectman David A. Coombs, Town Administrator Janice C. Conlin and Marjorie R. Putnam (Assistant to Town Administrator).

MINUTES APPROVED

Board VOTED unanimously to approve Minutes of November 10, 1999.
Board VOTED unanimously to approve Executive Session Minutes of October 19 and November 10, 1999 (not to be released).

RESIGNATIONS

Board noted resignation received from Arthur Holmes from the **Financial Planning Committee** effective 12/31/99.

APPOINTMENTS

Financial Planning Committee (ad hoc). Board VOTED unanimously to appoint Paul T. Cibelli (Principal Assessor) to fill the unexpired term of Arthur Holmes, his term to expire 6/30/00.

MERIT INCREASE

As recommended by Philip G. Mauch, Chairman of Board of Health, Selectmen VOTED unanimously to grant a 5% merit increase to **Barbara Luther**. Her new rate will be \$13.82/hour.

PERSONAL RATE REQUEST

Board noted November 30 letter from Police Chief William Colleary asking for a 5% personal rate increase for Richard Mattioli (Administrative Assistant to the Police Chief) from \$17.01 per hour (he is at maximum) to \$17.86/hr. effective on December 28, 1999. Board VOTED unanimously to deny this request. Personal rates are usually given to long-term employees who have not received a merit increase for many years.

LICENSES RENEWED FOR 2000

Board VOTED unanimously to approve the following license renewals:

Club - All Alcoholic *and* Common Victualler

Fayville Athletic Assoc., Inc., Austin M. Maguire, Manager, 6 Grove Street

Package Goods Stores/Wine & Malt *and* Common Victualler

Route 9 Beer & Wine, Inc., Eric H. Spinner, Manager, 349 Turnpike Road
Capasso Farms, Inc., John F. Sherry, Manager, 118 Framingham Road
B. K. P., Inc., Ramanbhati K. Patel, Manager d/b/a Fitzgerald's General Store
110 Southville Road
Pessini Management, Inc., Justin L. Pessini, Manager, d/b/a Colony Market
162 Cordaville Rd., Suite 100

Package Goods Stores/All Alcoholic *and* Common Victualler

Bill's Package Store, Inc., William J. Fletcher, Manager, 7 Turnpike Rd., Fayville
Mauro's Market, Inc., Steven Mauro, Manager, 4 Main Street
Turnpike Food & Liquor Mart, Inc., Charles P. Kerbel, Manager
65 Turnpike Rd., Fayville

Restaurants/All Alcoholic *and* Common Victualler

Johnson Turf and Golf Management, Inc., d/b/a St. Mark's Golf Course,
Douglas W. Johnson, Manager, 36 Cordaville Road
Cork's, Inc. d/b/a Owen O'Leary's Restaurant, Kevin F. Gill, Manager
50 Turnpike Rd., Fayville
County Line Enterprises, Inc. d/b/a Carpenters', Deborah S. Mayo, Manager
1 Southville Rd.
White's Corner Restaurant, Inc., Tina M. Rossi, Manager, 154 Turnpike Road

Restaurant/Wine & Malt *and* Common Victualler

Southboro House of Pizza, Inc., Christos A. Baltas, Manager, 5 Main Street

Station II Pizzeria & Grill, Inc., Costa A. Baltas, Manager, 162 Cordaville Rd., Suite 140,
P. O. Box 83, Southborough 01772-0083. [Building Inspector is to enforce number of
seats allowed based on plumbing code and Board of Health regulations.]

Richard E. Gentile dba Ben's Deli, 7-B Turnpike Road, Fayville 0174

Licenses Renewed for 2000 (continued)

Common Victuallers Only:

Ralph Iannone d/b/a Mary T.'s and Bar-B-Q Express, Inc., 150 Framingham Road
Luncheon Corp. of America d/b/a McCarthy's Southboro News, Scott McCarthy, Owner,
2 Main Street, P. O. Box 370

Ren-Rod Enterprise d/b/a Subway of Southboro, 21-A Turnpike Road, Fayville
Tricia L. B. Kalagher d/b/a Domino's Pizza, 21-C Turnpike Rd., Fayville
Anthony Miller d/b/a Mama Rosa's Pizza & Subs, 90 Southville Road

Cottage Catering, Inc. d/b/a Red Barn Coffee Roasters, Mark Verrochi, Treas.
205 Turnpike Rd. (Rt. 9 West) [Building Inspector is to enforce the Town's sign by-law.
Either Mr. Verrochi applies for a ZBA Special Permit or the signs should be removed.]

Red Barn Coffee Roasters, Inc., Mark Verrochi, President
220 Turnpike Road (Rt. 9 East) [Building Inspector is to enforce the Town's sign by-law.
Either Mr. Verrochi applies for a ZBA Special Permit or the signs should be removed.]

SouthDonuts, Inc. d/b/a Dunkin Donuts, Konstantino A. Skrivanos, Owner,
162 Cordaville Rd., Suite 120

Class I Automobile Dealer Licenses

(new and second-hand vehicles)

Petry Equipment, Inc., 30 Southville Road, P. O. Box 450
Tri State Freightliner, Inc., 218 Turnpike Road
C W Equipment Co., Inc., 218-A Turnpike Road
Farrell Motors, Inc. d/b/a Farrell Volvo, 78 & 251 Turnpike Road
Eagle Leasing Co., The, 258 Turnpike Road
Ingersoll-Rand Company: Ingersoll-Rand Equipment Sales Division, 300 Turnpike Road

Class II Automobile Dealer Licenses

(second-hand vehicles only)

Ted's of Fayville, Inc., d/b/a A RoadOne Company, 5 Park Street, P. O. Box 297
Ellis Imports, Inc., 12 Newton St. **and** 155 Boston Road (with conditions)
Watson's Auto Body, Inc., 355 Turnpike Road
Select Auto, Inc., Jean L. Miller 155 Boston Road, Suite 7 (with conditions)
(Wholesale Used Car Dealer)

Licenses Renewed for 2000 (continued)

Automatic Amusement Device Licenses

Cork's, Inc. d/b/a Owen O'Leary's Restaurant, Kevin F. Gill, Mgr. (8 video games)
50 Turnpike Road, Fayville

Sunday Entertainment Licenses

County Line Enterprises, Inc. d/b/a Carpenters', Deborah S. Mayo, Manager, 1 Southville Rd.

Board VOTED unanimously to hold action on Ipanema Restaurant's Restaurant/all alcoholic beverages license and Sunday Entertainment license until payment is resolved regarding the Personal Property taxes owned from FY 97-97. [Note: These licenses were approved and signed by Selectman on December 16, 1999.]

SCHEDULED MEETINGS

6:30 p.m. to 7:00 p.m. Presentation by Brian Duggan of Brian P. Duggan Associates (consultant for hiring a Fire Chief). Mr. Duggan presented his written proposal for a two-day assessment center with the Town for the position of Fire Chief. Enclosed was Mr. Duggan's resume and the lead associate (John D. Bergeron). He also presented a Timeline Draft of the Fire Chief Selection Process running from December 14 through April 7. Selectmen VOTED unanimously to accept this proposal, contingent upon the approval of the Advisory Committee, and retain Brian P. Duggan Associates to conduct a Two-day Assessment Center for the position of Fire Chief in the Town of Southborough. Cost: \$3,850 for the assessment center customization, development, delivery and evaluation, and \$400 for the development of a profile of the optimal qualities of the position of Fire Chief as detailed under the optional services section of the proposal. Total: \$4,250. Town Administrator will make a formal request of the Advisory Committee to cover the cost of this proposal.

Assessment Team was discussed. The following were agreed on:

Citizen-at-Large (no call firefighter nor firefighter) or Wayne Thies
Building Inspector Peter Johnson
DPW Supt. John Boland
Personnel Board Chairman Russell Millholland
Town Administrator Janice Conlin
Police Chief William Colleary
Fire Chief (from some town which is not an adjacent community)

7:00 p.m. to 7:01 p.m. Board of Assessors met re tax rate/classification determination hearing. It was noted that a Legal Ad appeared in the MetroWest Daily News on

December 10. Assessors Chairman Paul Nelson stated that the Board had voted unanimously to retain a single tax rate. Tax rate will be \$14.30 for FY 2000 (down 4%). Selectmen VOTED unanimously to accept the Assessors' recommendation to retain a single tax rate.

7:05 p.m. to 7:18 p.m. David Falconi, Chairman of Heritage Day Committee, discussed Heritage Day 2000. It cannot be held on the usual Monday in October 2000 as Yom Kippur and Heritage Day fall on the same Monday. They have some problems with the churches on the Sunday of that weekend. It was suggested to hold the events on Saturday. This will have to be checked with St. Mark's School for the use of their field and also to approach Kathryn Garcia, Recreation Director. Town Administrator will contact them and let Mr. Falconi know the results.

Mr. Falconi asked if the Board would approve increasing the number of members of the ad hoc committee from 7 to 11 members. Board VOTED to grant this request.

Signs on the building were discussed. The committee wants one sign for the Historical Museum and the other for the Recreation Department. Arrows will point the entrance directions for the public. These signs are temporary for now. The cost (\$300) will be split 50/50.

7:20 p.m. to 7:34 p.m. David Davidson, Chairman of the Temporary School Building Planning Committee (re K-8) gave the Board an update as to the progress of this committee. They hired a consultant - H. C. Planning Consultants, Inc. (cost \$4,800) to update the demographic study. The report will be available at the end of this week or early next week. The committee engaged the services of Keyes Associates to assist the committee with respect to study of the feasibility of enlarging, adding onto, and renovating buildings to meet the current and projected enrollment of the K-8. (Cost: \$15,200). The total cost is under the \$10,000 that was allocated to the committee. They need two additional classrooms at Finn and 6 additional classrooms at Trotter. They have been working with getting input from the Special Ed group particularly regarding State issues. Re: Neary School – need determination as to whether or not both the building and septic system are capable of increased capacity. The Neary School will have the most significant space problem. The committee is moving along as well as can be expected. It is the consensus of the committee is that if there is some way they can solve today's problems and go forward into the next century using the three existing schools to retain the 3/3/3 grade configuration which was implemented several years ago which everyone seems happy with - that would be the ideal situation. That would probably not involve the use of Woodward School. At present they are short 22 classrooms. The committee hopes to request a Special Town Meeting to resolve these issues.

7:34 p.m. to 7:50 p.m. Linda Hubley (SWAMP) and Joan Kimball (Adopt-A-Stream Coordinator) spoke about the good work accomplished by SWAMP (Sudbury Watershed Monitoring and Protection). Joan Kimball of the Department of Fisheries, Wildlife & Environmental Law Enforcement presented an award to SWAMP for its work on behalf

of the Sudbury River. Present were: Linda Hubley and Hazel Watkinson (SWAMP), Nancy Bryant (SuAsCo Community Council) and Mike Fleming (SuAsCo Watershed Team Leader).

7:50 p.m. to 8:05 p.m. Public Hearing was held on application by Stonegate Realty Trust d/b/a Tri State Freightliner, 218 Turnpike Road (nearest cross street: Middle Road), for a license to store 1,500 gallons of motor oil in tanks aboveground. Kevin Holmes, President of Tri State Freightliner presented certified mail receipts proving that abutters had been duly notified according to Assessors' list. It was noted that a legal was placed in the December 3 edition of the Worcester Telegram & Gazette newspaper. Abutter John Leeds (118 Middle Road) submitted his objection in person and in his letter dated December 14, 1999. A copy of this objection is to go to the following: Building Inspector, Zoning Board of Appeals, Fire Captain John Mauro and Town Planner Wayne Thies. The Board VOTED unanimously to continue this hearing to January 11, 2000 at 8:00 p.m.

8:05 p.m. to 9:00 p.m. Ad hoc Sign Committee discussed proposed new Sign By-law which they hope to submit as an Article in the ATM 2000 Warrant. Present for the committee were Jim Falconi (Chairman), Laurie Levy, Sarah Carter, John Grieco, Wayne Long, and ex-officios Peter Johnson (Building Inspector) and Wayne Thies (Town Planner). They looked at other communities such as Wellesley, Northborough, Hopkinton, and Sudbury. The committee will be meeting with the Planning Board on January 24, 2000. Mr. Falconi discussed the differences between the current sign by-law and their new one.

TREASURY WARRANTS SIGNED BY SELECTMEN (FY 00):

161	255,826.71	12/17/99	TOWN PAYABLES
162	523,376.00	12/17/99	FINN SCHOOL PROJECT
163	475.00	12/17/99	CHAPTER 90-33B
164	25,824.71	12/14/99	FEDERAL TAX
165	80,349.34	12/15/99	TOWN PAYROLL
166	81,711.28	12/17/99	TOWN PAYABLES
TOTAL	967,563.04		

10:15 p.m. Meeting adjourned.



Marjorie R. Putnam
Assistant to Town Administrator

[s/selmin/99mtgs/December 14]

Approved by Selectmen 7/18/00.

MINUTES OF MEETING
BOARD OF SELECTMEN

Thursday, December 16, 1999

7:12 p.m. Convened in Thomas W. McAuliffe Hearing Room, second floor of the Town House.

Present: Chairman William J. Christensen, Selectman David W. Parry, Selectman David A. Coombs, DPW Superintendent John Boland, Health Agent Paul Pisinski, Town Planner Wayne Thies and Town Administrator Janice C. Conlin.

SCHEDULED MEETINGS

7:12 p.m. Meeting with John E. Thomas, Donald A. Provencher and Kevin R. Kotelly, Representatives from Beals and Thomas, Inc. for a presentation on the preliminary summary of results of Crystal Pond Soil evaluation. See attached report dated December 16, 1999 from Donald A. Provencher, P.E., Beals and Thomas, Inc. Also present was Dick Cane, Flatley Co.

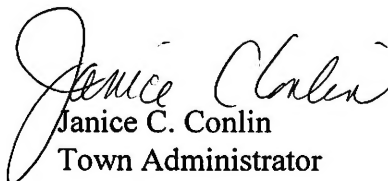
LICENSE RENEWED FOR 2000

Board VOTED unanimously to APPROVE and sign IPANEMA RESTAURANT'S Restaurant/All Alcoholic Beverages License and Sunday Entertainment License.

MAIL RECEIVED

The Board received a letter from Robert E. Melican, Superintendent of Schools requesting a Special Town Meeting on or near the end of February 2000 on behalf of the Northborough-Southborough Regional School Committee. The Board will invite the Regional School Committee to attend the next meeting to call the special town meeting.

8:50 p.m. Board VOTED (by roll call vote) to go into Executive Session to discuss purchase of real property and will not return to open session at the end of the Executive Session.


Janice C. Conlin
Town Administrator

[s/selmin/99/December 16]

BEALS AND THOMAS, INC.

Reservoir Corporate Center
144 Turnpike Road (Route 9)
Southborough, Massachusetts 01772-2104

Tel. 508-366-0560
Fax: 508-366-4391
mail@btiweb.com
http://www.btiweb.com

December 16, 1999

Mr. David Parry
Southborough Board of Selectmen
Town Hall
17 Common Street, PO Box 9109
Southborough, MA 01772

Reference: Preliminary Summary of Results
Crystal Pond Soil Evaluation
Southborough, Massachusetts
BTI Project No. W-1570.01

Via: Hand Delivery at December 16, 1999
Board of Selectmen meeting

Dear Mr. Parry and Members of the Board:

We are writing to provide a preliminary summary of the results of a Soil Evaluation conducted at the Crystal Pond site on December 8, 9, and 10, 1999. The Soil Evaluation was conducted by two engineering firms. Beals and Thomas, Inc. conducted an investigation for the Town of Southborough concurrently with NEI-Connorstone for the Flatley Company. Twelve test pits were conducted by Beals and Thomas, Inc. and fifteen test pits were conducted by NEI-Connorstone. The results indicate suitable soils in two locations at the property to support the development of wastewater treatment and subsurface disposal facilities.

In the central portion of the site, straddling the Industrial Park / Residential Zoning divide, to the southeast of and adjacent to the Crystal Pond water bodies, more suitable sand and loamy sand deposits of glacial till and outwash exist with acceptable percolation rates.

Additional suitable soils exist to the southwest of Crystal Pond. This area is located on sloping ground on the side of a small hill, and contains sand and loamy sand soils with acceptable percolation rates.

Evidence of high groundwater (mottling) was observed to be shallow (within four feet of the surface) in most of the test holes in the hill portion of the residential property. High groundwater was estimated at depths of four feet and greater in most of the glacial outwash areas adjacent to Crystal Pond.

Unsuitable soil conditions were observed in the southern and eastern portions of the site consisting of ablation and glacial till sandy loam deposits with marginal to failing percolation rates. The DEP maximum allowable percolation rate for large systems (greater than 10,000 gallons per day) under the Groundwater Discharge Permit (GWDP) program is 20 minutes per inch (mpi).

Mr. David Parry
Town of Southborough
December 16, 1999
Page 2

Other areas tested included a location to the east of Crystal Pond. This portion of the site include areas which have apparently been previously mined for gravel. Test pits in this area indicated favorable soils with, however, insufficient depth to bedrock and elevated groundwater. It appears that this area has been mined for all or most of the suitable material. In addition, thick organic topsoil (up to ten feet) has been placed over the majority of this area from other locations of the site. Suitable areas may exist in this location, however this area appears to be very limited in size and would require significant earthwork to remove the unsuitable soil to conduct additional testing, permitting, and construction of a large system.

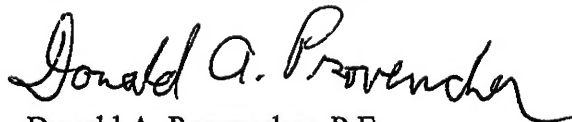
Based on the above summary of the preliminary soil evaluations, it appears that either or both of the two suitable locations can be further investigated for development as a treated effluent disposal area and permit under the GWPD. We estimate that the suitable area in the central portion of the site straddling the zoning divide could support the disposal of between 40,000 and 70,000 gallons per day (GPD), and that the second suitable area to the southwest of Crystal Pond could support between 25,000 and 50,000 GPD. Final hydrogeologic evaluation may alter these estimates based on the effect of hydraulic conductivity on the predicted groundwater mound. In addition, the applicability of the setback to tributaries, and wetlands bordering tributaries will need to be resolved. The resolution of this issue will likely affect the gross amount of suitable area.

To initiate the GWPD process, a two phase approach is required, consisting of an initial project proposal report phase, which includes research of abutting sensitive areas, such as Crystal Pond and private water supply wells; followed by a more in-depth detailed hydrogeologic investigation design and report based on a witnessed final soil evaluation in the presence of Southborough Board of Health and Worcester DEP as well as the installation of borings and monitoring wells and the conduct of permeability testing and groundwater modeling.

We trust this information is sufficient to meet your current needs. Please call if we can be of further assistance in this matter. We thank you for the opportunity to provide our services on this project and look forward to continuing to provide our services.

Very truly yours,

BEALS AND THOMAS, INC.



Donald A. Provencher, P.E.
Senior Civil Engineer

cc: Mr. Richard Kane, The Flatley Company

DAP/cp/15701LT001

BEALS AND THOMAS, INC.